intec
PRINTING SOLUTIONS

User's Guide

intec CP2020

PREFACE

Every effort has been made to ensure that the information in this document is complete, accurate, and up-to-date. Intec assumes no responsibility for the results of errors beyond its control. Intec also cannot guarantee that changes in software and equipment made by other manufacturers and referred to in this guide will not affect the applicability of the information in it. Mention of software products manufactured by other companies does not necessarily constitute endorsement by Intec.

While all reasonable efforts have been made to make this document as accurate and helpful as possible, we make no warranty of any kind, expressed or implied, as to the accuracy or completeness of the information contained herein.

Copyright © 2008 Intec. All rights reserved.

Energy Star is a trademark of the United States Environmental Protection Agency.

Microsoft, MS-DOS and Windows are registered trademarks of Microsoft Corporation.

Apple, Macintosh, Mac and Mac OS are registered trademarks of Apple Computer.

Other product names and brand names are registered trademarks or trademarks of their proprietors.

As an Energy Star Program Participant, the manufacturer has determined that this product meets the Energy Star guidelines for energy efficiency.

This product complies with the requirements of the Council Directives 2004/108/EC (EMC), 2006/95/EC (LVD) and 1999/5/EC (R&TTE), as amended where applicable, on the approximation of the laws of the member states relating to electromagnetic compatibility, low voltage and radio & telecommunications terminal equipment.

CAUTION!

This product complies with EN55022 Class B. However, when fitted with the optional finisher, compliance to EN55022 is Class A. In a domestic environment this configuration may cause radio interference, in which case the user may be required to take adequate measures.

EMERGENCY FIRST AID

Take care with toner powder:

If swallowed, induce vomiting and seek medical attention. Never attempt to induce vomiting if person is unconscious.

If inhaled, move the person to an open area for fresh air. Seek medical attention.

If it gets into the eyes, flush with large amounts of water for at least 15 minutes keeping eyelids open. Seek medical attention.

Spillages should be treated with cold water and soap to help reduce risk of staining skin or clothing.

MANUFACTURER

Oki Data Corporation,
4-11-22 Shibaura, Minato-ku,
Tokyo 108-8551,
Japan

IMPORTER TO THE EU

Oki Systems (UK) Ltd
550 Dundee Road
Slough
Berkshire
SL1 4LE
United Kingdom

Manufactured for Intec Printing Solutions
Under an O.E.M. agreerment

NOTES, CAUTIONS AND WARNINGS

NOTE
A note provides additional information to supplement the main text.

CAUTION!

A caution provides additional information which, if ignored, may result in equipment malfunction or damage.

WARNING!

A warning provides additional information which, if ignored, may result in a risk of personal injury.

For the protection of your product, and in order to ensure that you benefit from its full functionality, this model has been designed to operate only with genuine Intec Printing Solutions toner cartridges. These can be identified by the Intec Printing Solutions trademark. Any other toner cartridge may not operate at all, even if it is described as "compatible", and if it does work, your product's performance and print quality may be degraded.

Specifications subject to change without notice. All trademarks acknowledged.

CONTENTS

Preface 2

Emergency first aid 3

Manufacturer. 3

Importer to the EU/authorised representative 3

Notes, cautions and warnings. 4

Contents 5

Introduction 8

Features 8

About this guide 10

Online usage 11

Printing pages 12

Printer and paper overview 13

Opening and closing the top cover 13

Identifying major components 15

Software supplied 20

Paper recommendations 20

Paper input and output information. 21

Trays and stackers 22

Trays 1 to 5. 22

MP tray 23

Face-down stacker 23

Face-up stacker 23

Duplex unit (if installed) 24

Tray and stacker examples 25

Loading trays 1 to 5 25

Using the MP tray. 27

Using the stackers 30

Control panel. 32

Controls and indicators 32

LCD panel modes 34

Status information 34

Menu (functions) information. 34

Configuration information 35

Help mode. 35

LCD panel messages 35

Using the menus 36

intec PRINTING SOLUTIONS

Getting started 37
Printer location 37
Turning off/on 38
Turning off 38
Turning on 40
Changing the display language 40
Checking current settings 41
Interfaces and connection 42
Connecting the parallel interface 43
Connecting the USB interface 43
Connecting the network interface 44
Using the drivers CD 45

Operation 46
Using the printer 46

Consumables and maintenance 47
Checking consumable/maintenance item usage 47
Replacement indications 47
Consumable item order information 48
Maintenance item order details 48
Replacing consumables/maintenance items 49
Cleaning the LED heads 49
Cleaning the paper feed rollers 51
Cleaning the printer casing 54
Emptying the punch chip box (punch unit optional accessory) 56

Optional accessories 58
Accessory order information 58
Installing accessories 59

Troubleshooting 60
General 60
Paper jams 60
Paper jams – printer 60
Open cover, paper jam, tttttt side cover 61
Open cover, paper jam, side cover 62
Open cover, paper jam, top cover 64
Paper jams – duplex unit (if installed) 71
Check duplex unit, paper jam 71
Paper jams – finisher (optional accessory) 77
Check finisher, paper jam/paper remains 77
591, 592, 593, 599/ 643, 645 (paper jam around finisher) 77
594, 597, 598/ 644, 646 (paper jam in finisher) . . 80

590 (paper jam in finisher/punch unit) 83
Check inverter, paper jam 86
Avoiding paper jams 91
Dealing with unsatisfactory printing 92
Staple jams – finisher (optional accessory) 94
Check finisher, staple jam 94

Specifications 99

Appendix A – LCD messages 101

Appendix B – menu system 103
Configuration 104
Print page count 104
Finisher count 104
Supplies life 105
Network 105
Paper size in tray 106
System 106
Configuration example – monochrome pages printed 107
Print information 108
Print information example – demonstration page . .109
Print secure job 110
Menus 111
Tray configuration 111
System adjust 115
Menus example 1 – tray 1 transparencies 120
Menus example 2 – MP tray paper size 121

Index 122

INTRODUCTION

Your new printer is designed with advanced features to give you clear, vibrant colour prints and crisp black and white pages at high speed on a range of print media for the office.

FEATURES

The following features are standard on all models:

- Up to 36 pages per minute in full colour for fast printing of high impact colour presentations and other documents
- Up to 40 pages per minute in black and white for fast and efficient printing of all general purpose documents not requiring colour
- 1200 x 600 dpi (dots per inch) print resolution for high quality image production showing the finest detail
- ProQ2400 multi level technology produces subtler tones and smoother gradations of colour to lend photographic quality to your documents
- Single Pass Colour Digital LED technology for high speed processing of your printed pages
- 10Base-T, 100Base-TX and 1000Base-T network connection lets you share this valuable resource among users on your office network
- USB 2.0 and parallel (IEEE-1284) interfaces
- PCL, PS, IBM PPR, Epson FX emulations

Additionally, the following optional features are available:

> Additional paper trays for loading a further 530 sheets at a time to reduce operator intervention, or different paper stocks for letterhead stationery, alternative paper sizes or other print media:

  Standard 2nd/3rd Tray (530 sheets each)

NOTE

1. *Tray configurations are: Tray 1 only, Tray 1 + 2nd Tray, Tray 1 + 2nd Tray + 3rd Tray, Tray 1 + HCF, Tray1 + 2nd Tray + HCF*
2. *If the Intec CP2020 already has a High Capacity Feeder installed it can only accommodate one additional tray (to give the maximum total of five).*

> Finisher (for stapling printer output)

> Punch unit (to extend Finisher functionality)

ABOUT THIS GUIDE

NOTE
Images used in this manual may include optional features that your printer does not have installed.

This manual is your user's guide for your printer and forms part of the overall user support listed below:

> **Installation Safety Booklet:** as with all electrical equipment, there are a few basic precautions that should be taken to avoid injury or damage. Please be careful to read and understand the safety warnings in the Safety Booklet before operating the product.

  This is a paper document that is packaged with the printer.

> **Set-up guide**: to describe how to unpack, connect and turn on your printer

  This is a paper document that is packaged with the printer.

> This **User's Guide**: to help you to become familiar with your printer and make the best use of its many features. Also included are guidelines for troubleshooting and maintenance to ensure that it performs at its best. Additionally, information is provided for adding optional accessories as your printing needs evolve.

  This is an electronic document.

> **Printing Guide** for Windows users and Mac users: to help you operate your printer effectively and efficiently

  This is an electronic document.

> **Configuration Guide**: to provide machine configuration and network configuration information

  This is an electronic document.

> **Installation Guides**: accompany consumable items and optional accessories to describe how to install them

  These are paper documents that are packaged with the consumables and optional accessories.

> **Online Help**: online information accessible from the printer driver and utility software

ONLINE USAGE

This guide is intended to be read on screen using an Abode Reader. Use the navigation and viewing tools provided in Acrobat.

You can access specific information in two ways:

- In the list of bookmarks down the left hand side of your screen, click on the topic of interest to jump to the required topic. (If the bookmarks are not available, use the "Contents" on page 5.)
- In the list of bookmarks, click on Index to jump to the Index. (If the bookmarks are not available, use the "Contents" on page 5.) Find the term of interest in the alphabetically arranged index and click on the associated page number to jump to the page containing the term.

PRINTING PAGES

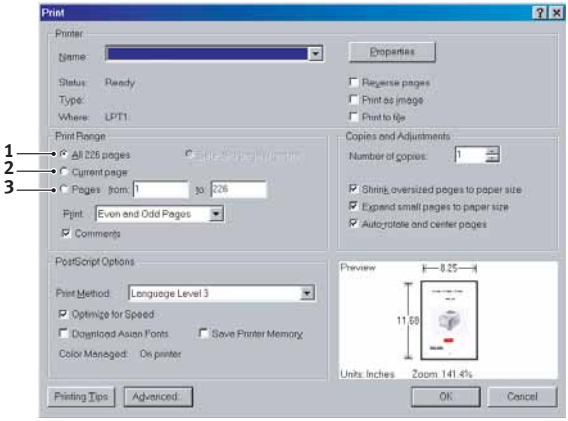
The whole manual, individual pages, or sections may be printed. The procedure is:

1. From the toolbar, select **File**, then **Print** (or press the Ctrl + P keys).

2. Choose which pages you wish to print:

(a) **All pages**, (1), for the entire manual.

(b) **Current page**, (2), for the page at which you are looking.



(c) **Pages from** and **to**, (3), for the range of pages you specify by entering their page numbers.

3. Click **OK**.

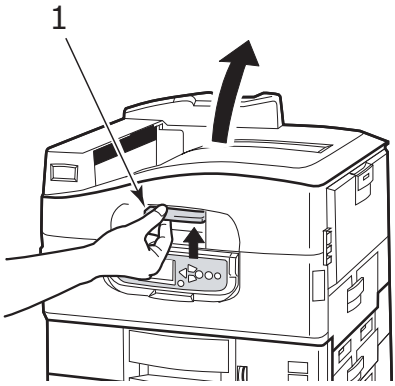
PRINTER AND PAPER OVERVIEW

OPENING AND CLOSING THE TOP COVER

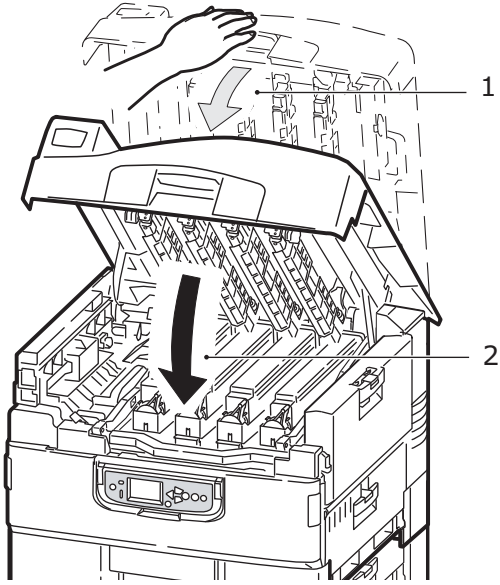
CAUTION!

To gain access to the inside of the printer, ensure that the top cover is fully opened.

To open the top cover, squeeze the top cover handle (1) to release the catch and raise the cover.



To close the top cover, push gently (1) until the cover stops midway and then push harder (2) to close the cover completely. Ensure that the cover is securely closed.



IDENTIFYING MAJOR COMPONENTS

The major components of your printer are identified in the representations below.

1. Paper holding arm

2. Top cover (face-down stacker)

3. MP Tray (multi-purpose tray)

4. Tray 1 side cover

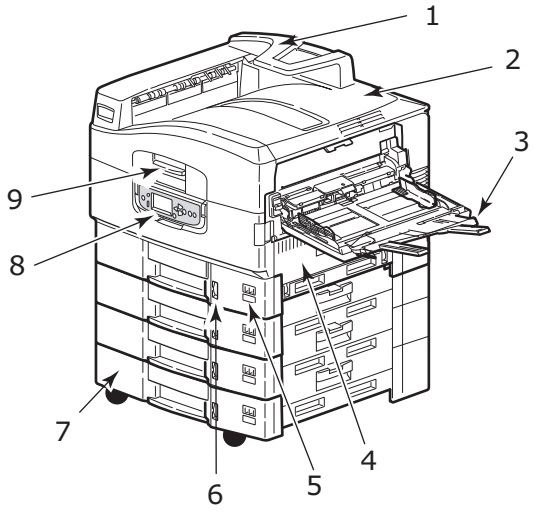
5. Paper size label

6. Paper volume indicator

7. Tray 1 (paper tray)

8. Control panel

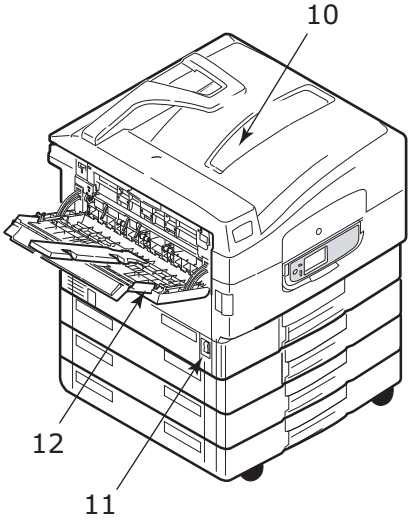
9. Top cover handle



10. Face-down stacker

11. Power (on/off) switch

12. Face-up stacker



13. Interface unit

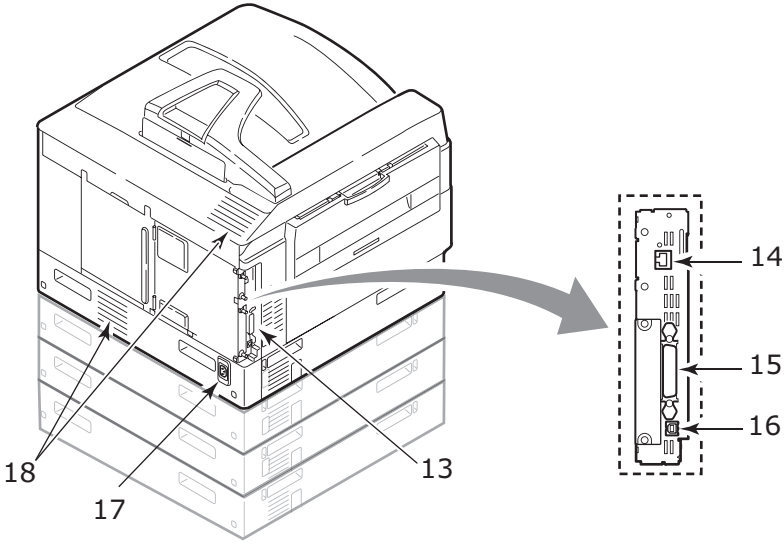
14. Network interface connector

15. Parallel interface connector

16. USB interface connector

17. Power connector

18. Ventilation holes



19. Image drum cartridge and toner cartridge (Cyan)

20. Image drum cartridge and toner cartridge (Magenta)

21. Image drum cartridge and toner cartridge (Yellow)

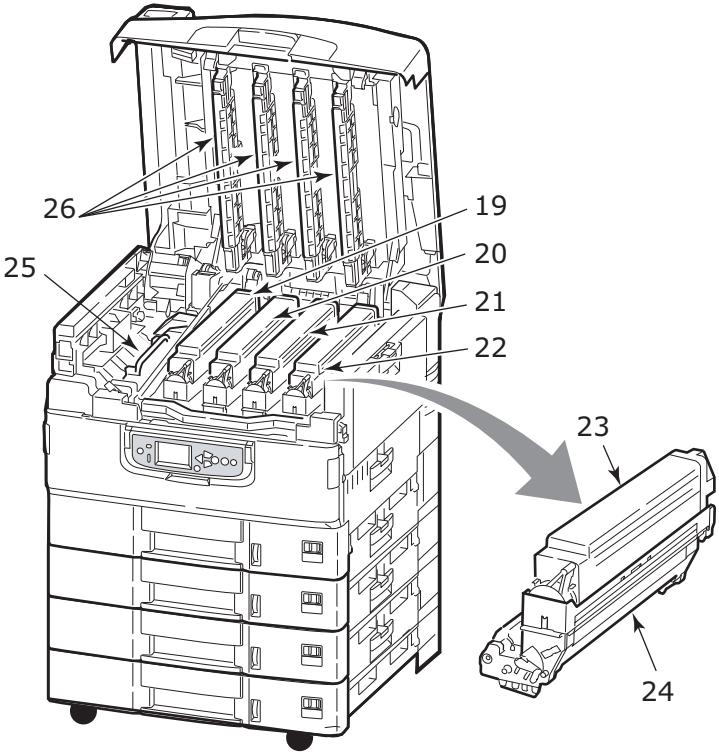
22. Image drum cartridge and toner cartridge (Black)

23. Toner cartridge

24. Image drum cartridge

25. Fuser unit

26. LED heads



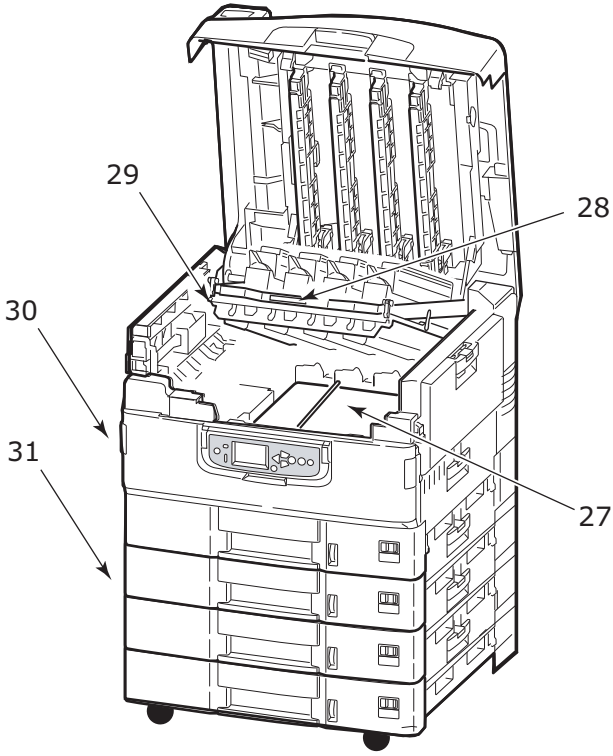
27. Belt unit

28. Drum basket handle

29. Drum basket

30. Duplex unit

31. High Capacity Feeder (HCF), three trays



SOFTWARE SUPPLIED

CDs:

- Drivers and Utilities

  Contains driver and application software for use by a general user.

- Network and Administrator Utilities

  Contains software for use by system administrators.

- User's Guides

  Contains documentation in electronic form (for example, the User's Guide and Printing Guide) to describe how to use the printer for day-to-day printing tasks.

- Template Manager

  Contains software to help you create business cards, CD packaging, banners and much more.

PAPER RECOMMENDATIONS

Your printer will handle a variety of print media, including a range of paper weights and sizes, transparencies and envelopes. This section provides general advice on choice of media, and explains how to use each type.

The best performance will be obtained when using standard weight 75 – 120g/m² paper designed for use in copiers and laser printers. Suitable types are:

- Arjo Wiggins Colour Solutions 90g/m²
- Colour Copy by Mondi

Use of heavily embossed or very rough textured paper is not recommended.

Pre-printed stationery can be used, but the ink must not offset when exposed to the high fuser temperatures used in the printing process.

Envelopes should be free from twist, curl or other deformations. They should also be of the rectangular flap type, with glue that remains intact when subjected to hot roll pressure fusing used in this type of printer. Window envelopes are not suitable.

Transparencies should be of the type designed for use in copiers and laser printers. In particular, avoid office transparencies designed for use by hand with marker pens. These will melt in the fuser and cause damage.

Labels should also be of the type recommended for use in copiers and laser printers, in which the base carrier page is entirely covered by labels. Other types of label stock may damage the printer due to the labels peeling off during the printing process. Suitable types are:

> Avery White Laser Label types 7162, 7664, 7666 (A4), or 5161 (Letter)

> Kokuyo A693X series (A4) or A650 (B5)

PAPER INPUT AND OUTPUT INFORMATION

The following table relates paper parameters to input trays (Tray 1 to Tray 5 (numbering from the top) and MP Tray) and to output areas (Face-down stacker and Face-up stacker).

TYPE	SIZE	WEIGHT	INPUT/ OUTPUT
Plain paper	A3, A3 Nobi, A3 Wide, A4, A5, A6, B4, B5, Letter, Legal 13, Legal 13.5, Legal 14, Executive, Tabloid, Tabloid Extra	55 – 240g/m²	Any Tray Any Stacker
		200 – 512g/m²	MP Tray Face-up Stacker
	Custom: W: 100 – 328mm L: 148 – 457.2mm	55 – 240g/m²	Any Tray Face-up Stacker
	Custom: W: 79.2 – 328mm L: 90 – 457.2mm	55 – 512g/m²	MP Tray Face-up Stacker
	Banner: W: A4 width L: 457.2 –1200mm	100 - 512g/m²	MP Tray Face-up Stacker
	Index card: 76.2 x 127mm	55 – 512g/m²	MP Tray Face-up Stacker
	Ultra Heavy media: A4, A3, A3 Nobi, A3 Wide	200 – 512g/m²	MP Tray Face-up Stacker

TYPE	SIZE	WEIGHT	INPUT/ OUTPUT
Postcard	–	–	Tray 1 or MP Tray Face-up Stacker
Envelope	120 x 235mm 90 x 205mm 235 x 120mm 235 x 105mm 240 x 332mm 216 x 277mm 119 x 197mm 210 x 297mm	85g/m²	MP Tray Face-up Stacker
	324 x 229mm 229 x 162mm 220 x 110mm 225.4 x 98.4mm 241.3 x 104.8mm 190.5 x 98.4mm	Based on 90g/m² paper	
Labels	A4, Letter, B5	0.1 – 0.2mm	MP Tray Face-up Stacker
Transparencies Glossy paper	A4, Letter	0.1 – 0.11mm	Tray 1 or MP Tray Face-up Stacker

TRAYS AND STACKERS

TRAYS 1 TO 5

Tray 1 is the standard blank paper input tray and can hold up to 530 sheets of paper. Additional trays, to give a total of five, can be added as an option to give a total tray capacity of 2650 sheets of paper.

If you have identical paper stock loaded in another tray (for example Tray 2 or the MP Tray), you can have the printer automatically switch to that other tray when the current tray runs out of paper. This function can be enabled by driver settings when printing from a Windows application or by a menu setting when printing from other applications.

MP TRAY

The multi-purpose tray is used for media sizes additional to those of the standard trays, heavier media weights and special media.

The multi-purpose tray can handle the same sizes as the standard trays but in weights up to 512g/m². For very heavy paper stock use the face-up paper stacker. This ensures that the paper path through the printer is almost straight.

The multi-purpose tray can feed paper widths as small as 76.2mm and lengths up to 1200mm. For banner printing, recommended sizes are A4 wide, 900mm and 1200mm long. Since paper of width less than 100mm does not auto feed, you have to press the ONLINE button to cause it to feed.

Use the multi purpose tray for printing on envelopes and transparencies. Up to 100 sheets of transparencies or 25 envelopes can be loaded at one time, subject to a maximum stacking depth of 25mm.

Paper or transparencies should be loaded print side up and top edge into the printer. Do not use the duplex (two-sided printing) function for transparencies.

FACE-DOWN STACKER

The face-down stacker on the top of the printer can hold up to 500 sheets of 80g/m² standard paper, and can handle paper stocks from 55 – 240g/m². Pages printed in reading order (page 1 first) will be sorted in reading order (last page on top, facing down).

FACE-UP STACKER

The face-up stacker should be opened and the tray extension pulled out when required for use. (With the face-up stacker either open or closed, the driver setting of Face Down will successfully direct prints to the Face-Down stacker.)

The face-up stacker can hold up to 200 sheets of 80g/m² standard paper and can handle stocks up to 512g/m².

Always use this stacker and the multi-purpose feeder for paper stocks heavier than 240g/m².

DUPLEX UNIT (IF INSTALLED)

This unit provides automatic two-sided printing on plain paper fed from Trays 1 – 5 or the MP Tray.

WEIGHT	SIZE	TRAY
55 – 120g/m²	A6, A5, B5, B5LEF, Executive, A4, A4LEF, Letter, LetterLEF, Legal 13 in, Legal 13.5 in, Legal 14 in, B4, Tabloid, Tabloid Extra, A3, A3 Wide, A3 Nobi, Custom size (100 – 328mm wide, 148 – 457.2mm long)	Trays 1 - 5 MP Tray
120 – 200g/m²	A4, A4LEF, Letter, Letter LEF, Tabloid, A3	MP Tray

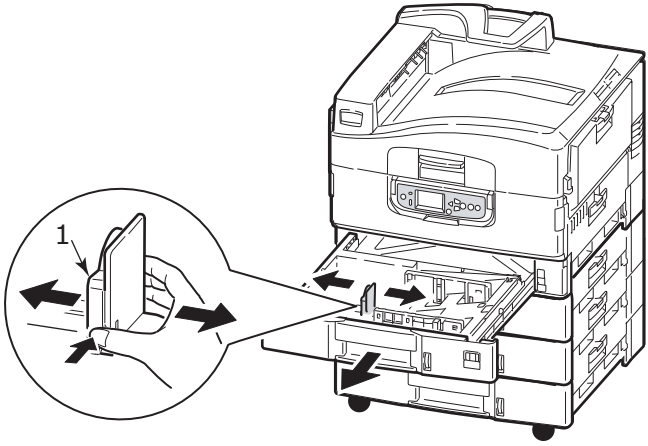
TRAY AND STACKER EXAMPLES

LOADING TRAYS 1 TO 5

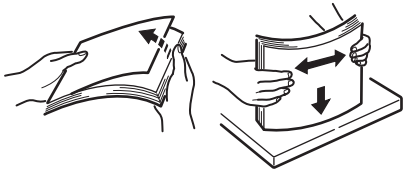
Tray 1 is used in the following example.

1. Pull out the tray.

2. Press the paper rear stopper tab (1) and adjust the tab to the required paper size.



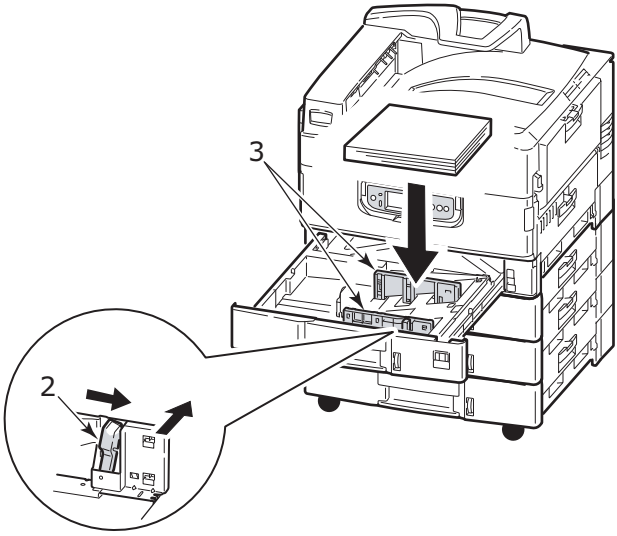
3. Fan the paper to be loaded then tap the edges of the stack on a flat surface to make it flush.



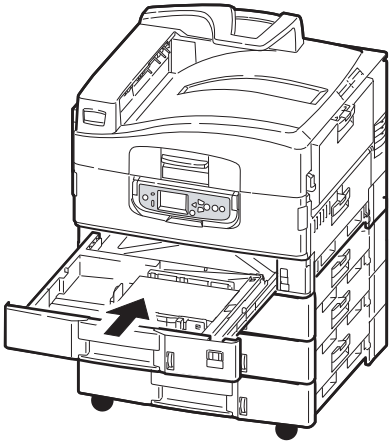
4. Load the paper (face down and top edge towards the right for headed paper), press the tab (2) on the paper guide and adjust the guides (3) for a snug fit to the paper.

To avoid paper jams:

- Do not leave space between the paper and the guides and rear stopper.
- Do not overfill the paper tray. Capacity depends on the paper type.
- Do not load damaged paper.
- Do not load paper of different sizes or types at the same time.

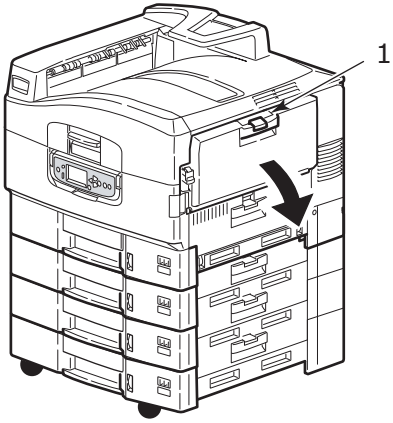


5. Gently push the tray back into the printer.

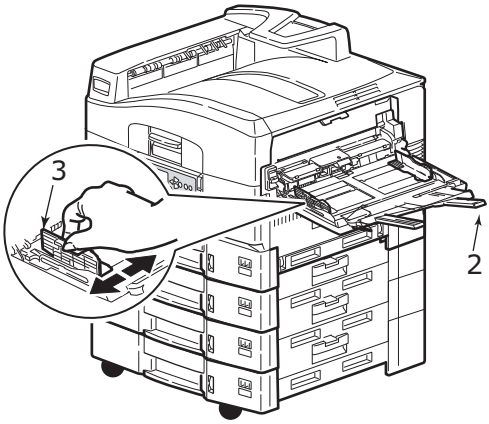


USING THE MP TRAY

1. Squeeze the handle (1) and open the multi-purpose tray.

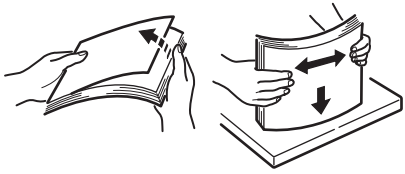


2. Fold out the paper support section and swivel out the extension supports (2).



3. Adjust the paper guides (3) to the size of the paper being used.

4. Fan the paper to be loaded then tap the edges of the stack on a flat surface to make it flush.



5. Load the paper.

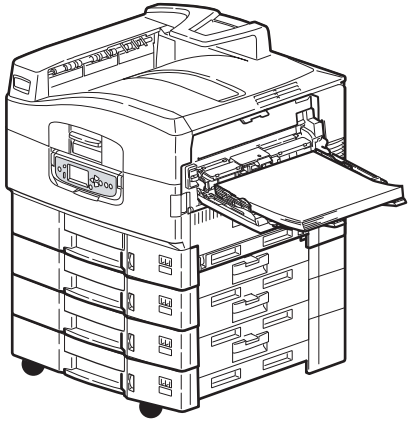
> For single-sided printing on headed paper, load the paper into the multi-purpose tray with pre-printed side up and top edge into the printer.

> For two-sided (duplex) printing on headed paper, load the paper with pre-printed side down and top edge away from the printer. (The duplex unit must be installed for this function.)

> Envelopes should be loaded face-up with long edge into the printer. Do not select duplex printing on envelopes.

> Do not leave space between the paper and the guides.

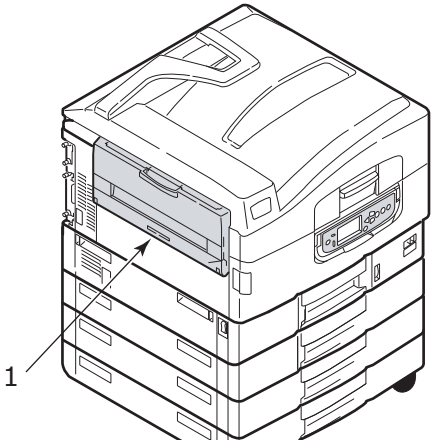
> Do not exceed the paper capacity of approximately 230 sheets (<80 g/m^2), 50 sheets (300 g/m^2), 100 transparencies or 25 envelopes. Maximum stacking depth is 25mm.



USING THE STACKERS

Face-down stacker

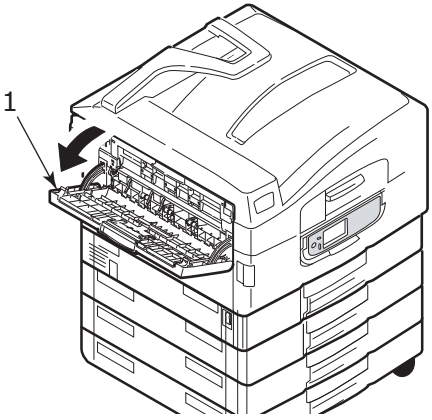
When the face-up stacker (1) on the left side of the printer is closed (its normal position), paper is ejected to the face-down stacker on the top of the printer.



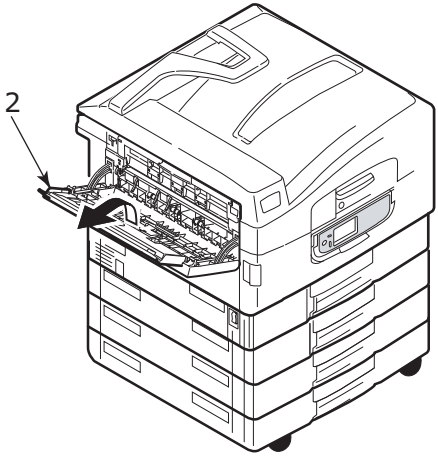
Face-up stacker

The face-up exit path is used for heavy paper (cardstock etc.), envelopes, transparencies, and labels.

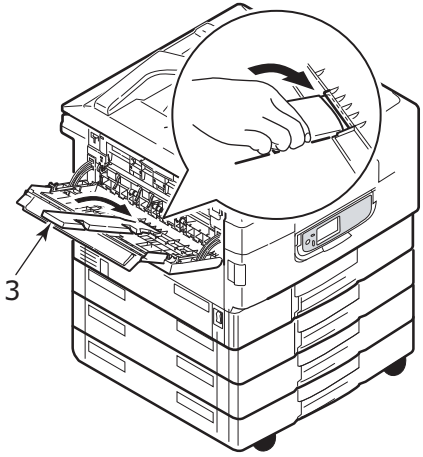
1. Open the stacker (1).



2. Flip out the paper support (2).

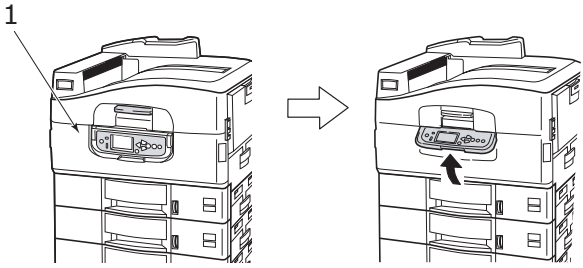


3. Swivel out the paper support extension (3).



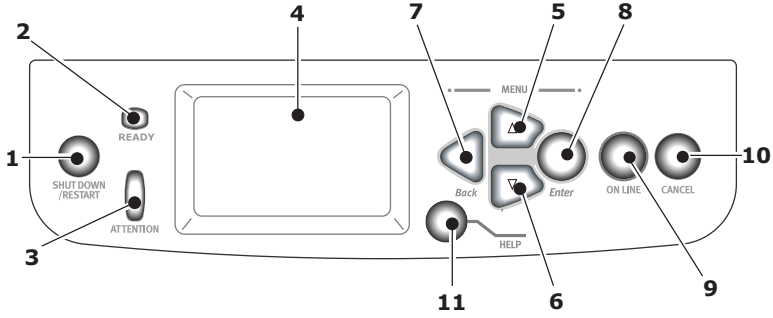
CONTROL PANEL

The control panel can be swivelled to 90° (maximum) upwards from its base position (1) as required for ease of use.



CONTROLS AND INDICATORS

The parts of the control panel are identified and briefly explained below:



1. Shutdown/Restart button

Hold down for more than 2 seconds for a soft shutdown. You can then press this button again for a restart or use the **Power** switch to turn off the printer completely.

2. Ready indicator

On: indicates ready to print

Flashing: indicates processing print data

Off: indicates unable to receive data (offline)

3. Attention indicator

Off: indicates normal operation

Flashing: indicates error(s) present but printing can continue

On: indicates error(s) present and printing cannot continue

4. LCD panel

Displays status and setup information for the printer and user help information in your chosen language

5. Up-arrow button

Enters menu mode and enables upward movement through the displayed list of menu items

6. Down-arrow button

Enters menu mode and enables downward movement through the displayed list of menu items

7. Back button

Returns to the previous higher level menu item

8. Enter button

Enters menu mode and selects the menu item highlighted in the LCD panel

9. Online button

Switches between online (printer ready to receive data) and offline (printer not ready to receive data)

10. Cancel button

Cancels current print job

11. Help button

Provides additional textual or image data to supplement what is displayed on the LCD panel

LCD PANEL MODES

The LCD panel can display the following:

- Status information
- Menu (functions) information
- Configuration information
- Help information

STATUS INFORMATION

Status information is associated with three printer states:

In the Information state, such as idling or printing, the printer is able to process print jobs.

In the Warning state, the printer has encountered some minor problem but is still able to process print jobs.

In the Error state, the printer has encountered a problem and cannot continue printing until the user has intervened and removed the cause of the trouble.

The top two lines of the display panel show the printer status. The bottom of the display panel normally shows a bar chart of the toner usage.

MENU (FUNCTIONS) INFORMATION

There are three types of menu (functions) information:

User menus: activated by pressing the **Enter** button, **Up-arrow** or **Down-arrow** button on the control panel. These menus are available to the general user to make various settings that are used in the running of the printer.

Administrator menu: activated by pressing the **Enter** button for more than 2 seconds while turning on the printer power supply (including Restart). Available to administrator level users. Restricts the changes that general users can make via the user menus.

System maintenance menu: activated by pressing the **Up-arrow** and **Down-arrow** buttons together for more than 2 seconds while turning on the printer power supply

(including Restart). Available to specialist staff to allow printer configurations and special functions to be set.

CONFIGURATION INFORMATION

Configuration information displays printer configuration information such as internal firmware versions.

Menu options at each level can be scrolled through by moving the highlight with the **Up-arrow**/**Down-arrow** buttons and a highlighted option at that level can be selected by pressing the **Enter** button. When the lowest level menu has been selected, you can change the setting for that menu by selecting the required highlighted value from a list or by entering a numeric value. In other cases, you can display or print configuration information.

HELP MODE

When an error has occurred, press the **Help** button. Information displays that will help you correct the error.

LCD PANEL MESSAGES

The LCD panel messages, supplemented by the Help messages where appropriate, are intended to be self-explanatory. More information on typical messages is provided in "Appendix A – LCD messages" on page 101.

USING THE MENUS

NOTE
Menu details are given in "Appendix B – menu system" on page 103 for reference.

The **Enter**, **Up-arrow**, **Down-arrow** and **Back** buttons are used to move through the printer menus. You can adjust settings (e.g. set the paper size for Tray 1) or view information (e.g. how much is left of a selected consumable).

Many of these menu settings can be, and often are, overridden by settings in the Windows printer drivers. However, several of the driver settings can be left at "Printer Setting," which will then default to the settings entered in these printer menus.

The steps involved in using the menus are typically as follows:

1. Ensure that the LCD panel indicates that the printer is ready to print.
2. Enter User menu mode by pressing either the **Enter** button or the **Up-arrow** or **Down-arrow** button and press the latter two repeatedly as required until the desired menu is highlighted in the displayed list.
3. Press the **Enter** button to select this menu.
4. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until the desired Item is highlighted.
5. Press the **Enter** button to select this Item.
6. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until the desired Value is highlighted.
7. Press the **Enter** button to select this Value. (If you are setting a parameter, ensure that an asterisk (*) appears beside the selected parameter Value.)
8. Press the **Online** button to exit menu mode and return to the ready to print status.

Refer to the section entitled "Getting started" on page 37 and "Appendix B – menu system" on page 103 for examples of using the menus.

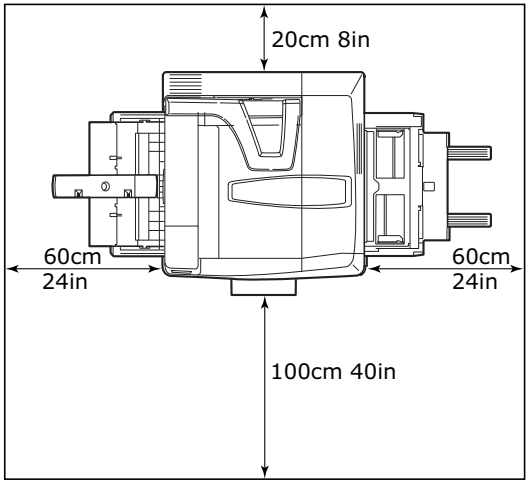
GETTING STARTED

This section provides information to help you get started with using your printer.

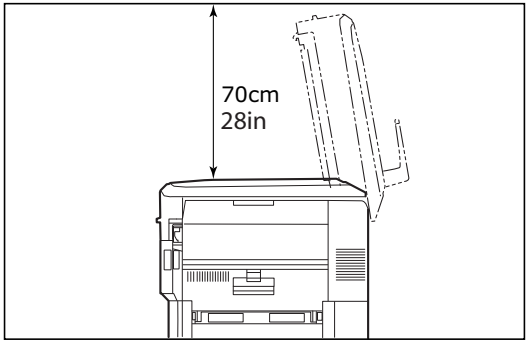
PRINTER LOCATION

Check that you have sufficient space for access:

> around your printer:



> above your printer:

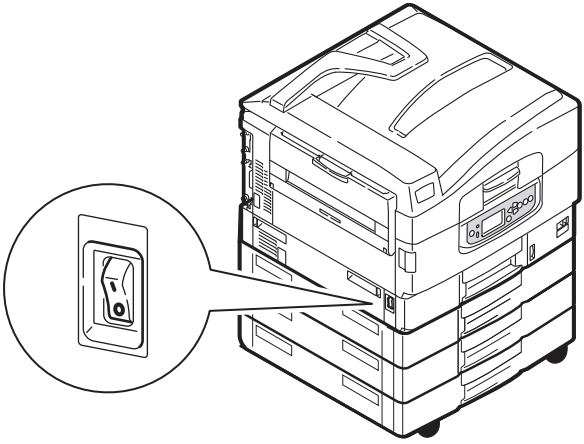


TURNING OFF/ON

TURNING OFF

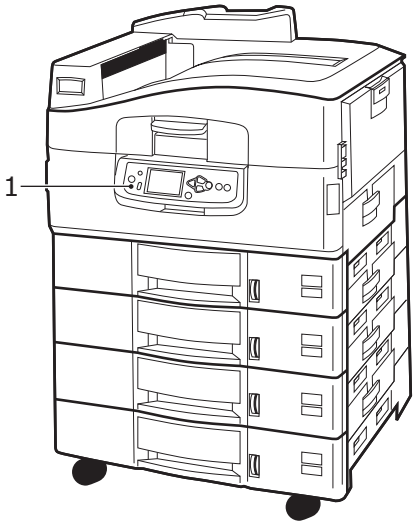
No hard disk drive installed

1. If a hard disk drive is NOT installed, set the printer **Power** switch to Off.

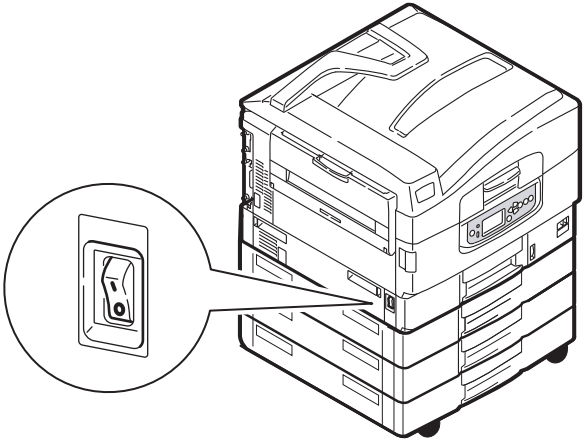


Hard disk drive installed

1. Press and hold down the **Shutdown/Restart** button (1) on the control panel to start the shutdown process.



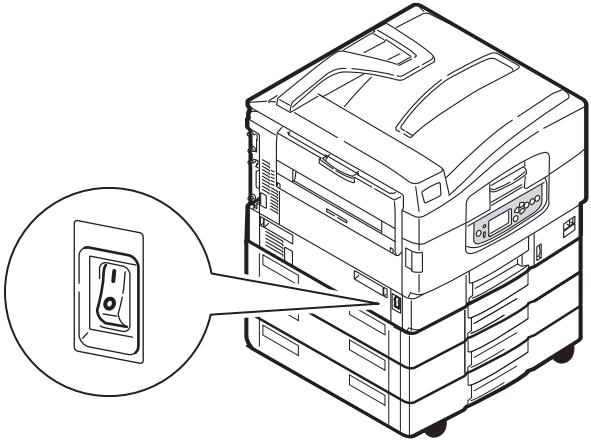
2. When the LCD display shows that you can either turn off or restart the printer, set the printer **Power** switch to Off. Please wait as this may take a short time.



TURNING ON

NOTE
*If you have used the **Shutdown/Restart** button to reduce the printer to a state where the LCD panel indicates it can be turned off or restarted, you can turn it on again by pressing the **Shutdown/Restart** button.*

1. To start the printer after it has been turned off by using the **Power** switch, set the **Power** switch to On.



CHANGING THE DISPLAY LANGUAGE

The default language used by your printer for display messages and for report printing is English. If required, this can be changed; see the information enclosed with the product (Operator Panel Language Set-up Utility) on the procedure for changing the language setting.

CHECKING CURRENT SETTINGS

Carry out the following steps to generate a Configuration report (Menu Map) to confirm that your printer is correctly configured.

1. Ensure that there is A4 paper in Tray 1 (to be used in this operation).
2. Ensure that the LCD panel indicates that the printer is ready to print.
3. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until Print Information is highlighted.
4. Press the **Enter** button to select Print Information.
5. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until Configuration is highlighted.
6. Press the **Enter** button to select Configuration.
7. Press the **Enter** button to execute the command and a Configuration document is printed.

   After printing the configuration document, the printer returns to the ready to print status.

   You can use this document to check your printer configuration. System values and installed accessories are listed at the top of the first page while status values and settings follow.

INTERFACES AND CONNECTION

Your printer is equipped with a selection of data interfaces:

> **Parallel** – For direct connection to a PC. This port requires a bi-directional (IEEE 1284 compliant) parallel cable.

> **USB** – This port requires a cable conforming to USB version 2.0 or above.

The printer may not work if a USB- compatible device is connected concurrently with other USB-compatible machines.

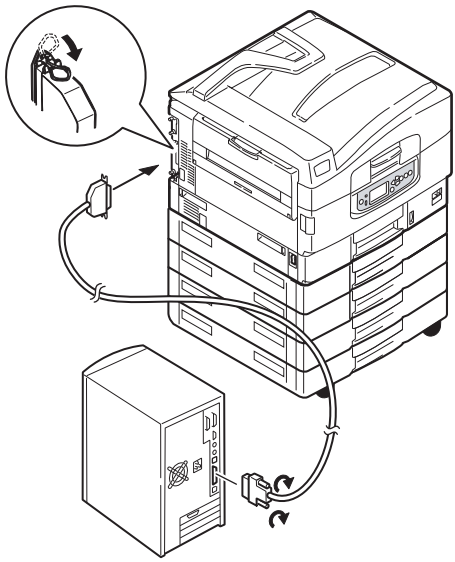
When connecting multiple printers of the same type, they appear as *****, ***** (2), ***** (3), etc. These numbers depend on the order of connecting or turning on each printer.

> **Ethernet** – For network cable connection.

NOTE
Interface cables are not supplied with your printer.

CONNECTING THE PARALLEL INTERFACE

1. Turn off the printer and the computer.
2. Connect the parallel cable between the printer and computer.



3. Turn on the printer and then the computer.

CONNECTING THE USB INTERFACE

Do not connect the USB cable at this time. You will be instructed when to connect the USB cable when you run the Drivers CD.

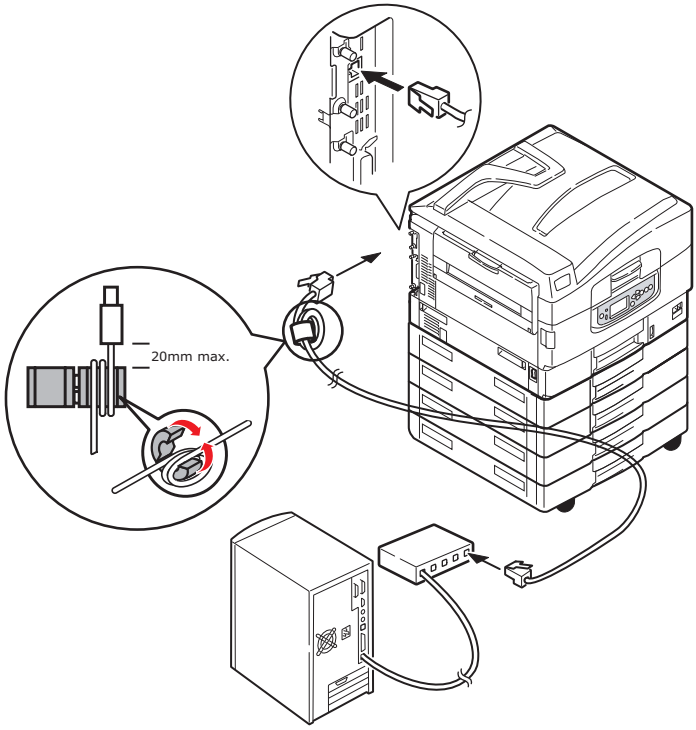
If you are connecting your printer directly to a stand alone computer proceed to the section entitled "Using the drivers CD" on page 45.

CONNECTING THE NETWORK INTERFACE

CAUTION!

Do not connect a USB cable into the network interface connector as this may lead to malfunction.

1. Turn off the printer and the computer.
2. Fit ferrite to an Ethernet cable as shown.
3. Connect the Ethernet cable between the printer and an Ethernet hub.



4. Turn on the printer and then the computer.

If your printer is to be installed as a network printer, please refer to the relevant section in the Configuration Guide for further

details on how to configure the network connection before installing the printer drivers.

NOTE
Administrator's authority is required when installing a network connection.

USING THE DRIVERS CD

Insert the Drivers CD into your computer and follow the on-screen instructions. You are prompted to follow a set of basic steps to configure the display panel language, install drivers and other software and finally print a test page to check that your printer is operating correctly thus far.

OPERATION

USING THE PRINTER

For full details of how to use the printer and any optional accessories to print jobs efficiently and effectively, please refer to the Printing Guide and the Barcode Printing Guide.

For full details of how to access and use the printer security features, please refer to the Security Guide.

CONSUMABLES AND MAINTENANCE

This section explains how to replace consumable and maintenance items when due. As a guide, the life expectancy of these items is:

> Toner —

COLOUR	A4 PAGES AT 5% COVERAGE
Black	18,500
Cyan	16,500
Magenta	16,500
Yellow	16,500

> Image drum — 42,000 A4 pages maximum

> Transfer belt — Approximately 100,000 A4 pages

> Fuser — Approximately 100,000 A4 pages

> Waste toner — 30,000 A4 pages average life

CHECKING CONSUMABLE/MAINTENANCE ITEM USAGE

At any time, you can check how much of each consumable/ maintenance item is left by using the appropriate menus. For example, enter the menu system and follow the path:

Configuration > Supplies Life > Cyan Toner

The percentage of Cyan Toner remaining is displayed on the LCD panel and the printer then returns to the ready to print status.

REPLACEMENT INDICATIONS

The LCD panel provides messages to the effect that consumables/maintenance items are running low or nearing end of life followed some time later by a message that replacement is required. You should replace the item as soon as possible after this message is displayed to avoid the possibility of print quality being compromised.

The paper feed rollers and the multi-purpose (MP) tray feed rollers do not have any replacement warning messages.

Recommended replacement: after approximately 120,000 A4 sheets.

CONSUMABLE ITEM ORDER INFORMATION

ITEM	LIFE	ORDER NUMBER
Toner, Black	18,500 pages @ 5%	INT43837124
Toner, Cyan	16,500 pages @ 5%	INT43837123
Toner, Magenta	16,500 pages @ 5%	INT43837122
Toner, Yellow	16,500 pages @ 5%	INT43837121
Image drum, Black	42,000 A4 pages maximum	INT01233204
Image drum, Cyan	42,000 A4 pages maximum	INT01233203
Image drum, Magenta	42,000 A4 pages maximum	INT01233202
Image drum, Yellow	42,000 A4 pages maximum	INT01233201
Staples	3 x 3000 staples	INT12284312

MAINTENANCE ITEM ORDER DETAILS

ITEM	LIFE	ORDER NUMBER
Fuser unit	100,000 pages	INT12284112
Belt unit	100,000 pages	INT12284212
Waste toner	30,000 pages avg	INT12284012
Hopping roller set (Tray)	120,000 pages	INT12284311
Hopping roller set (MPT)	120,000 pages	INT12284300

REPLACING CONSUMABLES/MAINTENANCE ITEMS

Each consumable or maintenance item comes complete with its own installation details which give full instructions on replacement. You are advised to follow these instructions carefully.

CAUTION!

Only use genuine Intec Original consumables to ensure the best quality and performance from your hardware. Non-Intec Original products may damage your printer's performance and invalidate your warranty. Specifications subject to change without notice. All trademarks acknowledged.

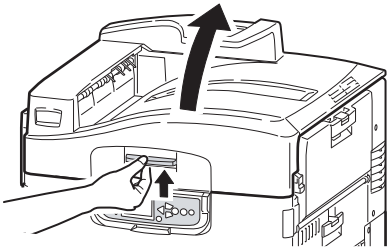
CLEANING THE LED HEADS

You are advised to clean the LED heads:

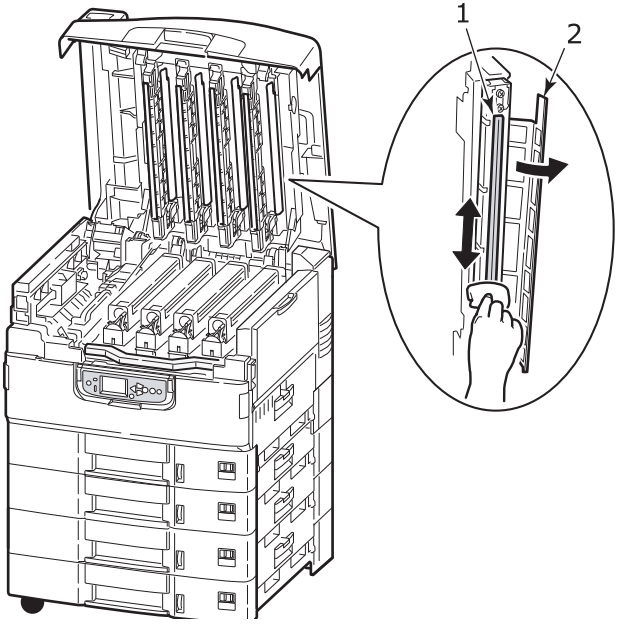
- any time you replace a toner cartridge (a LED lens cleaner is enclosed with each replacement toner cartridge)
- if printing is showing signs of faded images, white stripes or blurred letters

You can use a LED lens cleaner or dry, soft cloth for cleaning the LED heads.

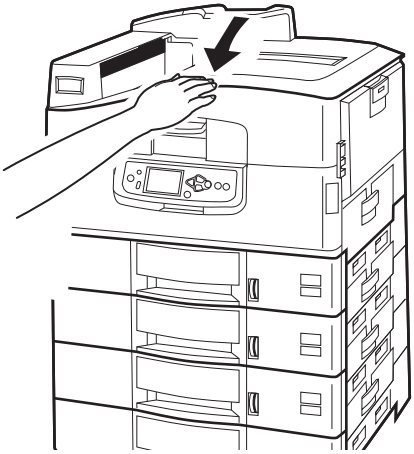
1. Open the top cover.



2. With an LED lens cleaner or soft cloth, gently wipe each of the four heads (1). Move the cleaner as shown, using a clean section of the cleaner with each pass. Be careful not to damage the guards (2).



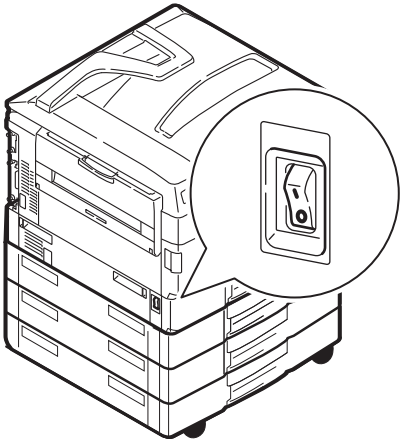
3. Close the top cover.



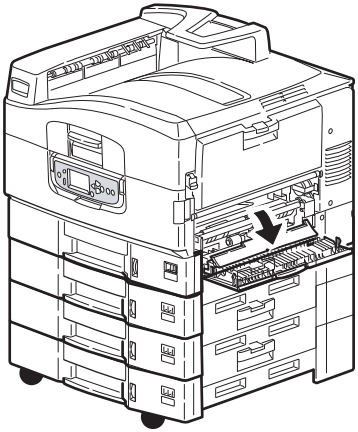
CLEANING THE PAPER FEED ROLLERS

Clean the paper feed rollers if paper jams frequently occur.

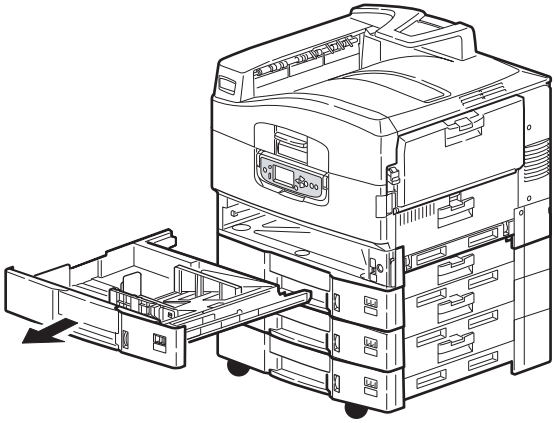
1. Remove items like a wrist watch or bracelet and follow the correct steps to turn the printer off.



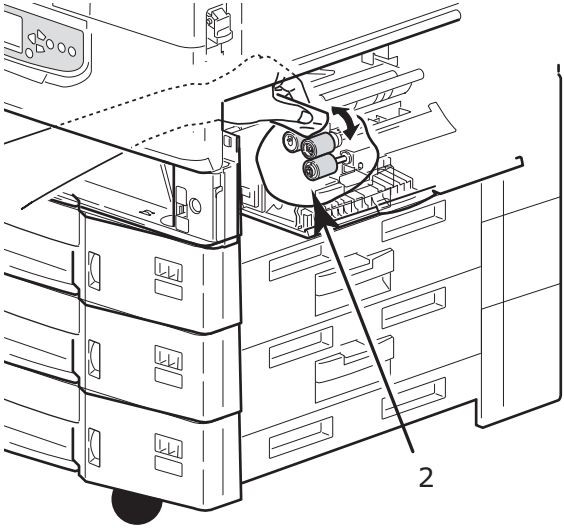
2. Open Tray 1 side cover.



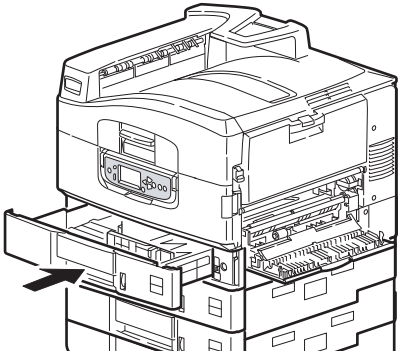
3. Remove Tray 1 completely from the printer.



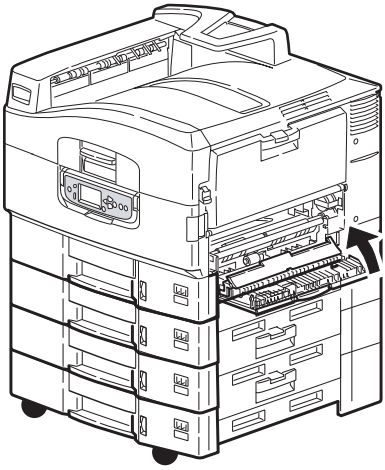
4. Gaining access through the gap left by Tray 1, wipe the 3 paper feed rollers (2) with a soft cloth lightly moistened with water.



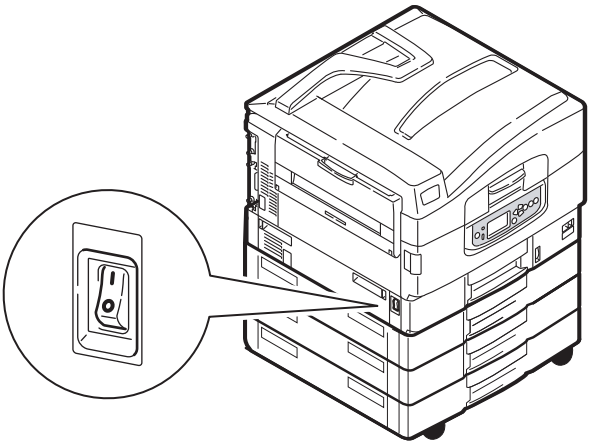
5. Replace Tray 1.



6. Close Tray 1 side cover.

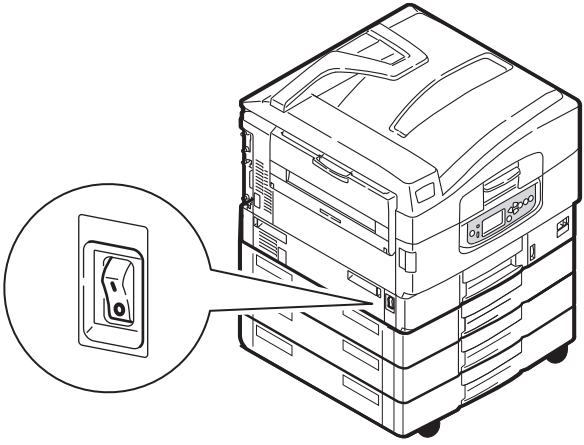


7. Turn on the printer.

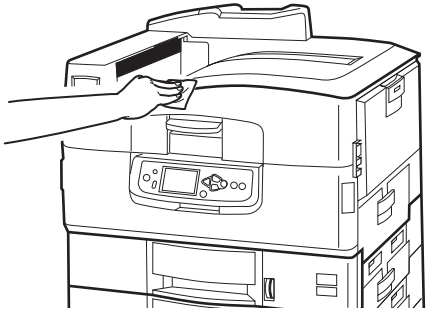


CLEANING THE PRINTER CASING

1. Follow the correct steps to turn the printer off.

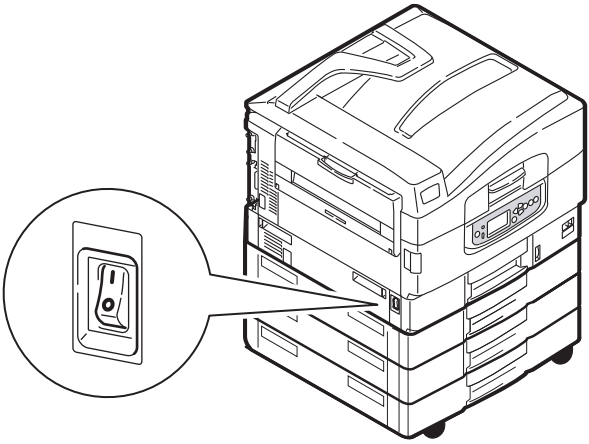


2. Wipe the printer surface with a soft cloth moistened sparingly with water or neutral detergent.



3. Use a soft dry cloth to dry the printer surface.

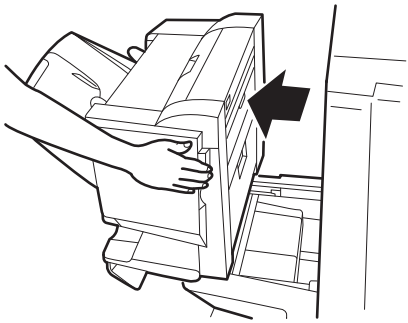
4. Turn on the printer.



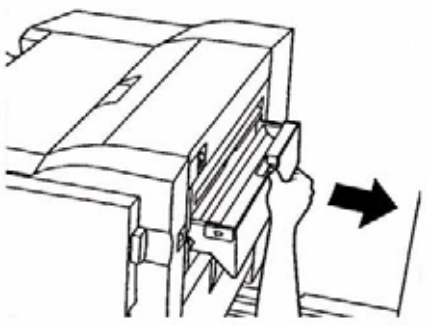
EMPTYING THE PUNCH CHIP BOX (PUNCH UNIT OPTIONAL ACCESSORY)

When the LCD panel indicates that the punch chip box is full, empty the box as follows:

1. Operate the Finisher lever and move the Finisher away from the printer.

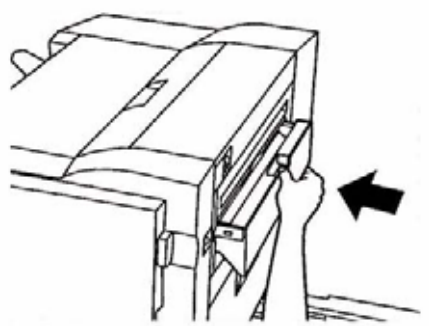


2. Pull out the punch chip box, being careful to keep it level so as not to spill any chips.

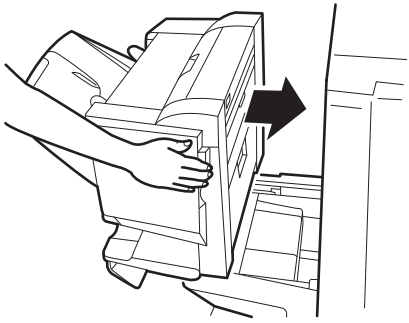


3. Discard the chips in an appropriate place.

4. Refit the punch chip box carefully into the Finisher.



5. Check that the punch chip box has been refitted correctly then move the Finisher back into position, being careful not to trap your fingers.



OPTIONAL ACCESSORIES

This section describes optional accessory equipment for your printer. The following accessories are available:

- standard second, third paper tray (to increase paper input capacity)
- Finisher (for stapling printer output)
- Punch unit (to extend Finisher functionality)

ACCESSORY ORDER INFORMATION

ITEM	ORDER NUMBER
Second, third paper tray	INT53914616
Finisher: 4-tray 5-tray	 INT53915617 INT53916618
Finisher Punch Unit: 4 hole 2 hole	 INT53917619 INT53918620

INSTALLING ACCESSORIES

Each accessory (apart from the Finisher) comes complete with its own documentation which gives full instructions on installation. You are advised to follow these instructions carefully.

After installation, print out a Menu Map (Configuration document) to check that the installation has been successful.

NOTE
The finisher and punch unit must be installed by an authorised engineer.

For the following accessories, you have to make the appropriate setting in your printer driver(s):

> paper tray(s)

> finisher

Refer to the Printing Guide for driver setting details.

TROUBLESHOOTING

GENERAL

If the printer display panel does not display anything or is still in stand-by mode 10 minutes after switching on, follow the printer shutdown sequence to switch it off. Check all cable connections before restarting the printer. If the problem persists, contact your dealer.

PAPER JAMS

This section provides information to help you deal with problems that may arise when using the printer. The following paragraphs describe actions to take in the event of a paper jam and how to deal with unsatisfactory print results. LCD panel messages about paper jams and relevant actions are given in this section while a list of other typical messages and suggested responses is given in "Appendix A – LCD messages" on page 101.

PAPER JAMS – PRINTER

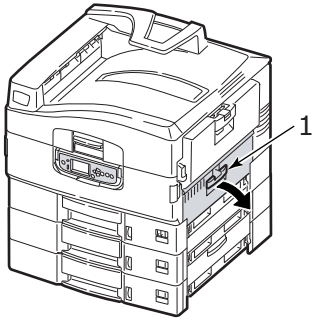
If a paper jam occurs, a message appears on the LCD panel in the printer Control Panel. You can press the **Help** button to display guidance on how to clear the jam.

For full details of clearing jams, refer to the following paragraphs, which correspond to the paper jam messages.

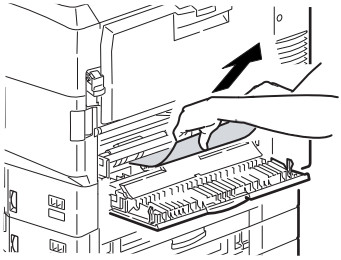
OPEN COVER, PAPER JAM, TTTTTT SIDE COVER

Tray 1, or any one of Tray 2 to Tray 5 (if installed), can appear in place of the tttttt characters in the LCD panel message. In this example Tray 1 is used, the procedure being similar for all other trays.

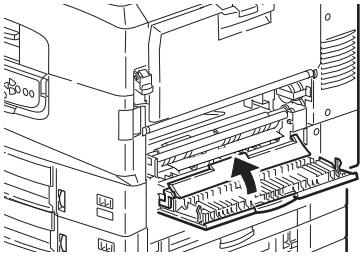
1. Squeeze the catch (1) on Tray 1 side cover and open the cover.



2. Carefully remove the jammed paper.

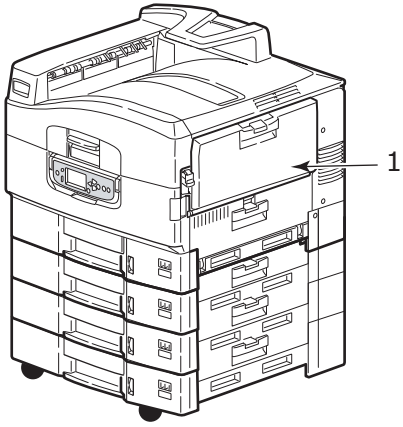


3. Close Tray 1 side cover.

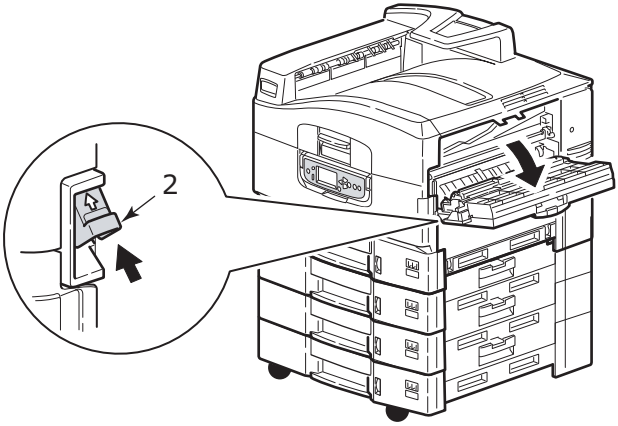


OPEN COVER, PAPER JAM, SIDE COVER

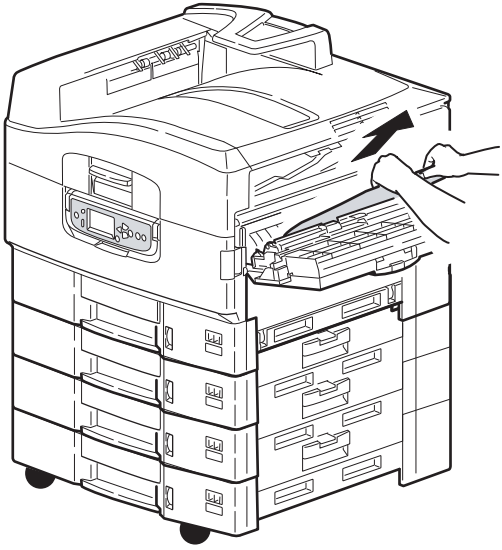
1. If the MP Tray is open, close it so that the side cover (1) is visible.



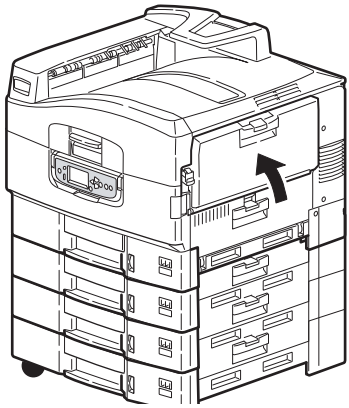
2. Pull the release lever (2) and pull open the side cover.



3. Carefully remove the jammed paper.

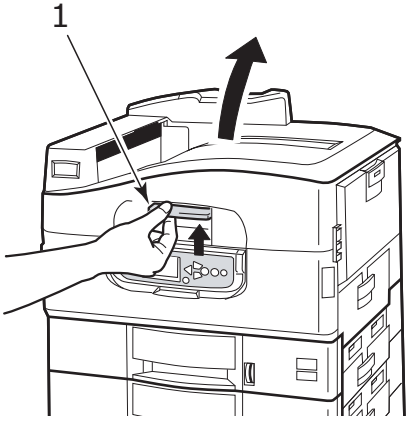


4. Close the side cover.



OPEN COVER, PAPER JAM, TOP COVER

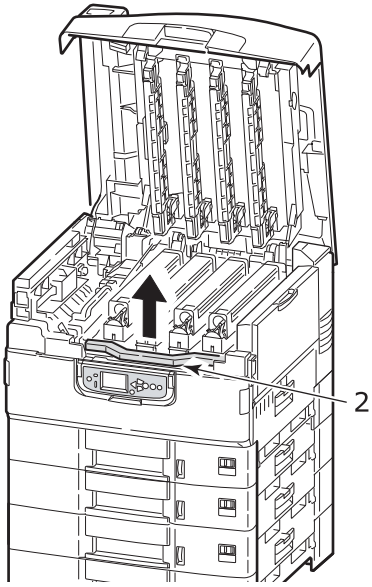
1. Squeeze the top cover handle (1) and open the top cover.



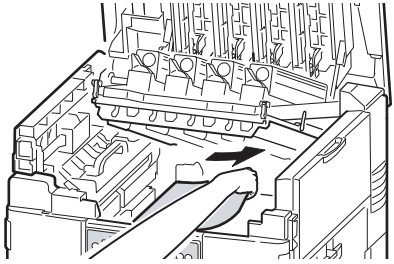
WARNING!

Be careful not to touch the fuser unit which is hot after printing.

2. Squeeze the basket handle (2) and raise the drum basket.



3. Carefully remove any paper on the belt.

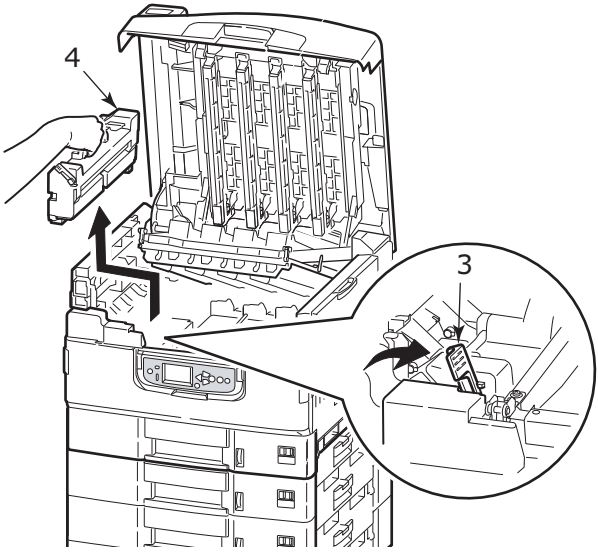


4. If paper is jammed in the fuser unit, push the lock lever (3) in the direction shown to release the unit.

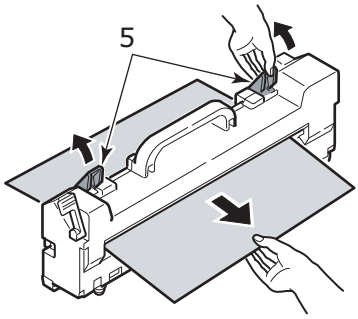
WARNING!

Be careful not to touch the fuser unit which may be hot after printing. If the fuser unit is hot, wait until it cools before attempting to remove any jammed paper.

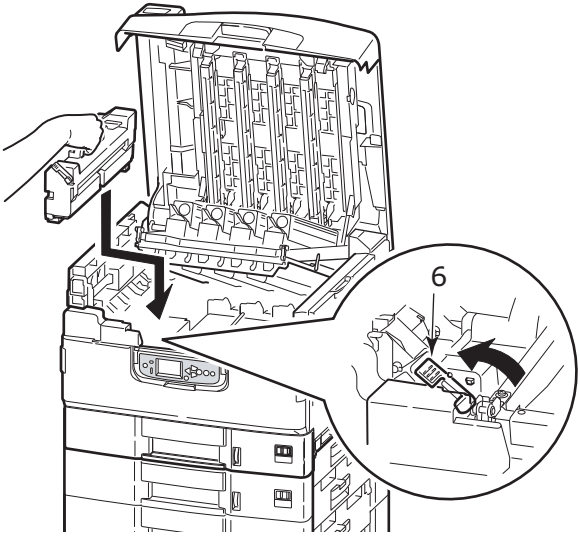
Holding the fuser unit (4) by the handle, lift it out of the printer and place it on a flat surface.



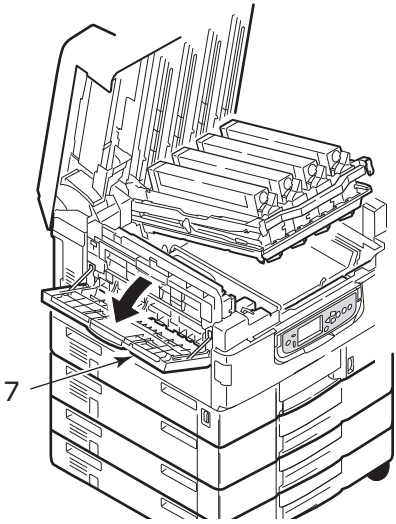
5. Pull up the jam release levers (5) and remove the jammed paper.



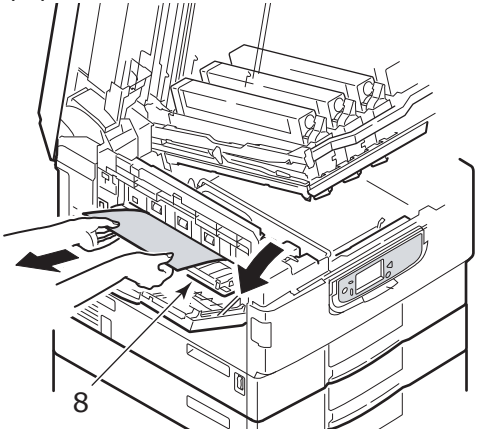
6. Carefully replace the fuser unit into the printer and turn the lock lever (6) in the direction shown to lock the fuser unit.



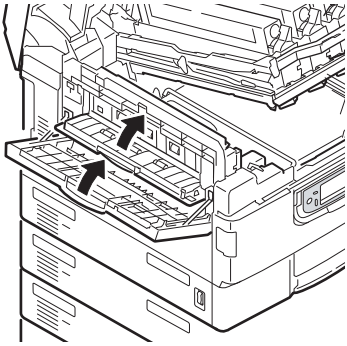
7. If paper is jammed near the paper exit, open the face-up stacker (7).



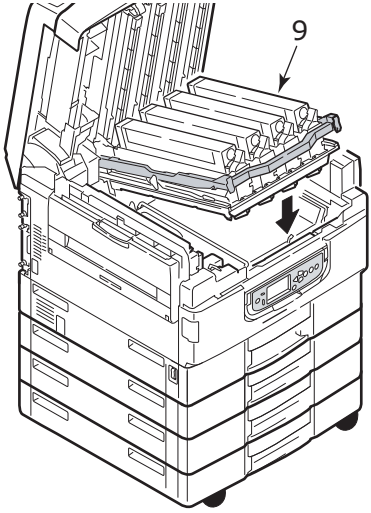
8. Open the side cover (paper exit) (8) and remove the jammed paper.



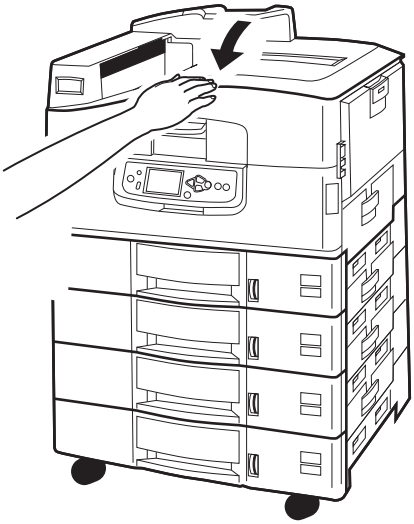
9. Close the side cover (paper exit) and then the face-up stacker.



10. Return the image drum basket (9) into position and check it is locked.



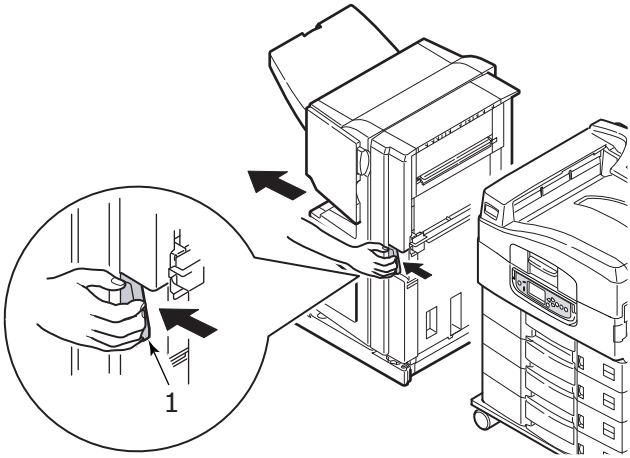
11. Close the top cover and ensure it is latched.



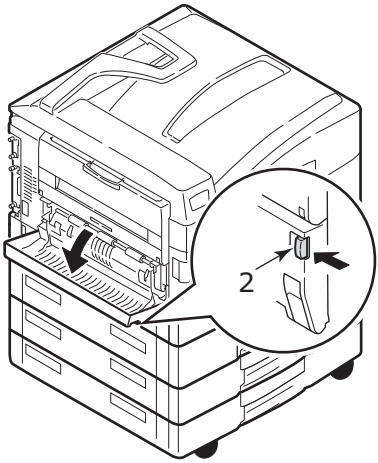
PAPER JAMS – DUPLEX UNIT (IF INSTALLED)

CHECK DUPLEX UNIT, PAPER JAM

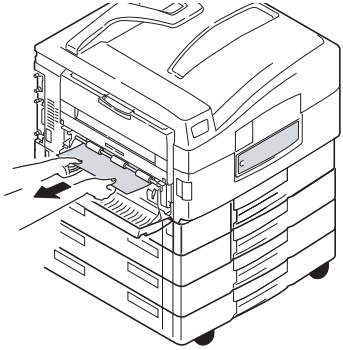
1. If a Finisher unit is attached to your printer, operate the lever (1) of the Inverter unit to separate the Inverter from the printer.



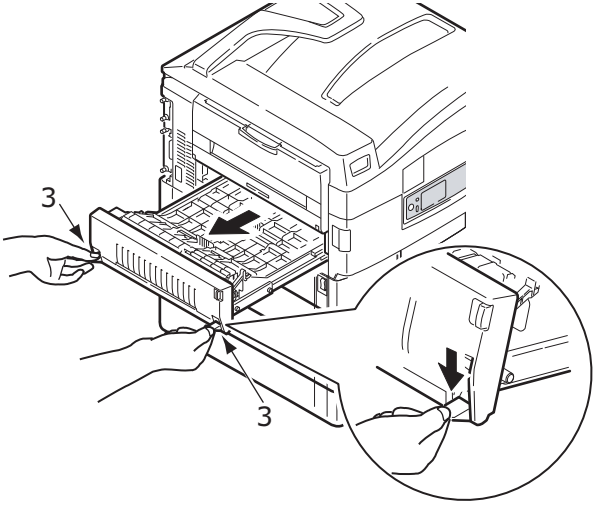
2. Operate the duplex cover release button (2) and open the cover.



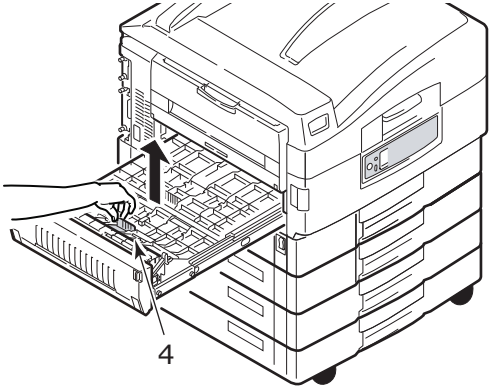
3. Carefully remove any jammed paper then close the cover.



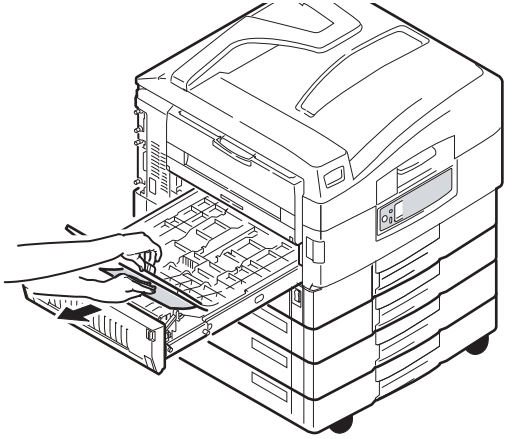
4. Operate the levers (3) and pull out the duplex unit.



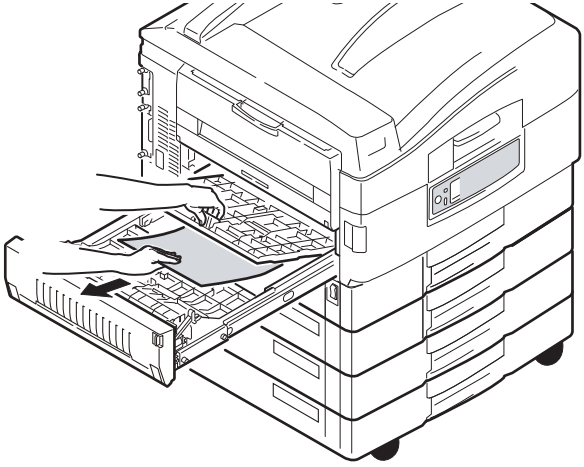
5. Holding the front top cover by the grip (4), push it gently inwards and raise it.



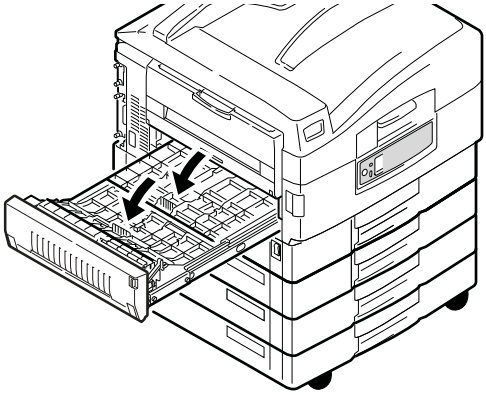
6. Remove any jammed paper.



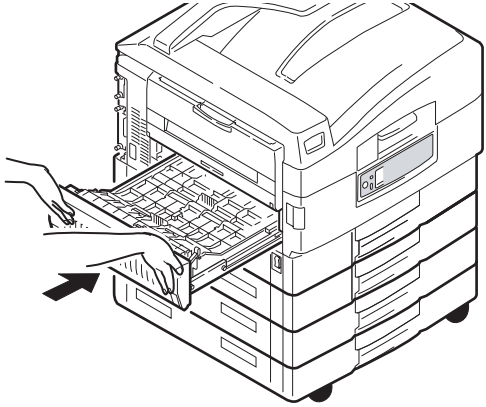
7. In similar manner, check for and clear any paper jammed under the rear top cover.



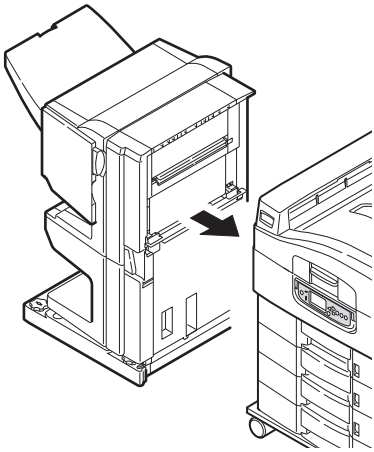
8. Replace the two top covers.



9. Push the duplex unit back into position.



10. If you detached a Finisher unit to gain access to the duplex unit, replace the Finisher unit.



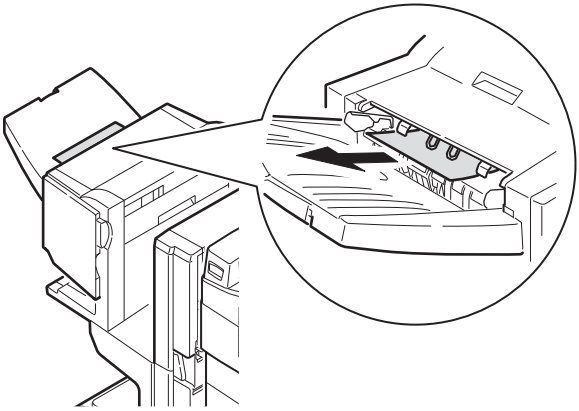
PAPER JAMS – FINISHER (OPTIONAL ACCESSORY)

CHECK FINISHER, PAPER JAM/PAPER REMAINS

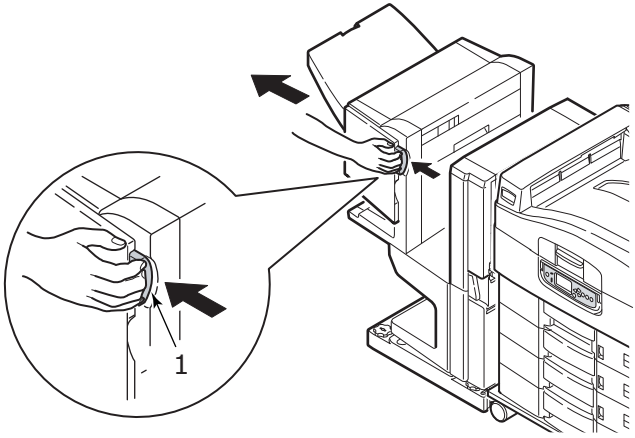
Use the **Help** button on the printer control panel to check the number displayed. You will need this to be able to clear the paper jam. The following paragraphs explain what to do for each of the indicated numeric codes.

591, 592, 593, 599/ 643, 645 (PAPER JAM AROUND FINISHER)

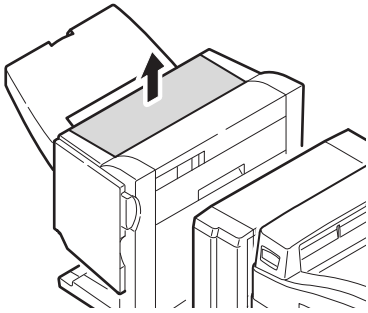
1. Remove any paper at the Finisher paper exit.



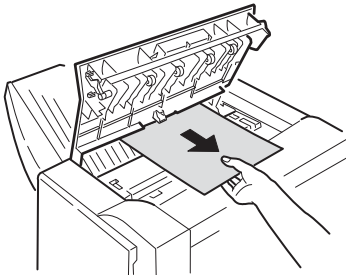
2. Operate the Finisher lever (1) and move the Finisher away from the Inverter.



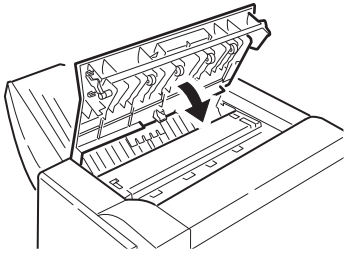
3. Open the Finisher top cover.



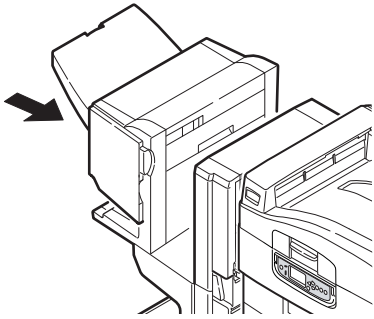
4. Carefully remove any jammed paper.



5. Close the Finisher top cover.

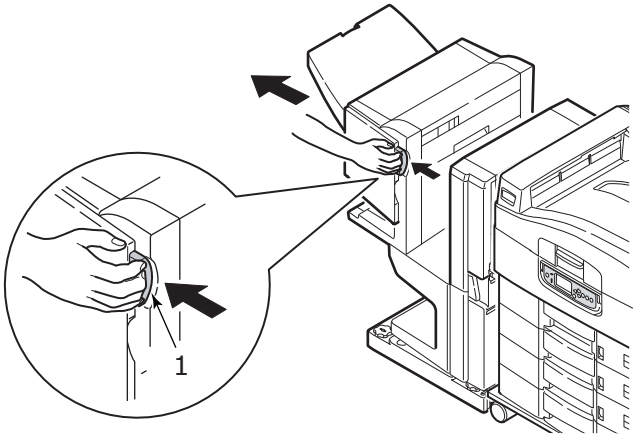


6. Move the Finisher back into position and connect it to the Inverter.

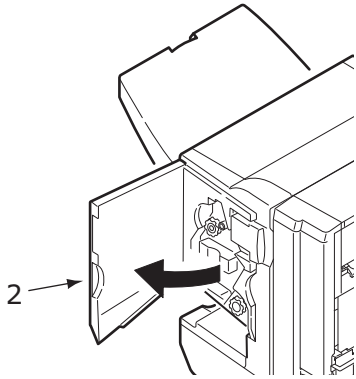


594, 597, 598/ 644, 646 (PAPER JAM IN FINISHER)

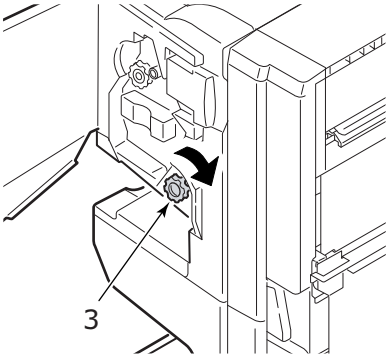
1. Operate the Finisher lever (1) and move the Finisher away from the Inverter.



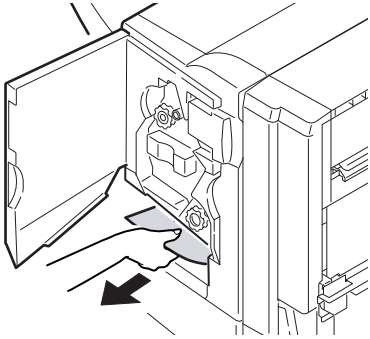
2. Open the Finisher front cover (2).



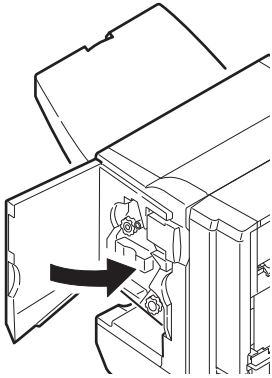
3. Continue to turn the lower knob (3) clockwise until any jammed paper is completely ejected.



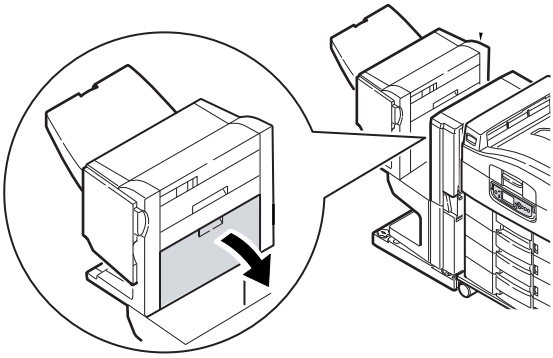
4. Remove the ejected paper.



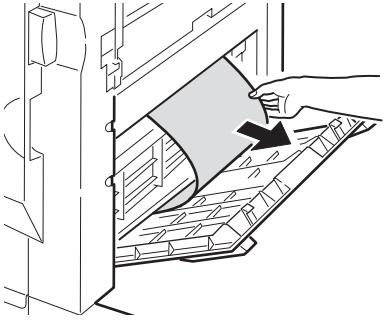
5. Close the Finisher front cover.



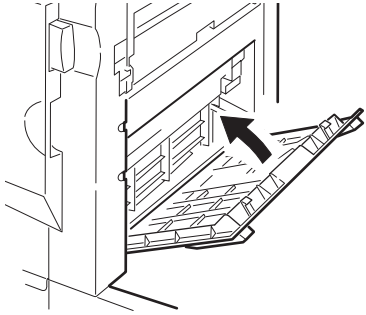
6. Open the Finisher right side cover.



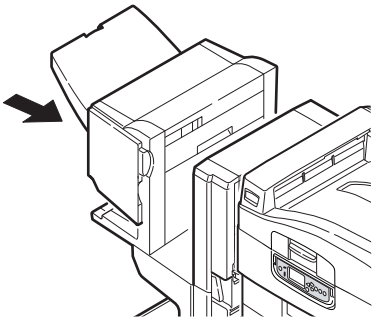
7. Carefully remove any jammed paper.



8. Close the Finisher right side cover.

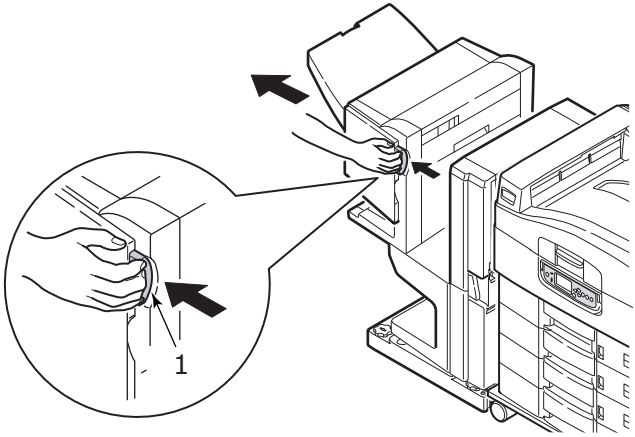


9. Move the Finisher back into position and connect it to the Inverter.

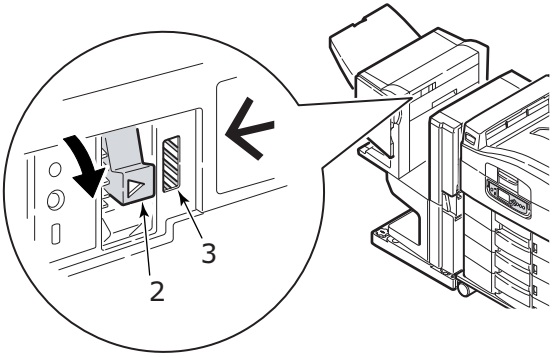


590 (PAPER JAM IN FINISHER/PUNCH UNIT)

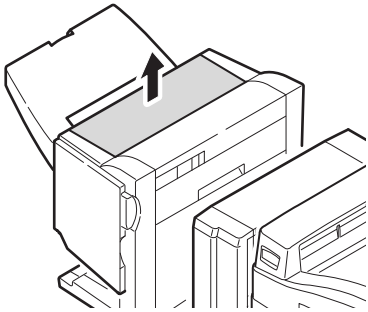
1. Operate the Finisher lever (1) and move the Finisher away from the Inverter.



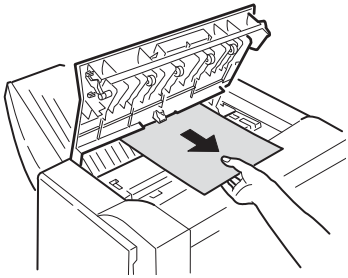
2. Move the tab (2) on the right side of the Finisher to align it with the mark (3).



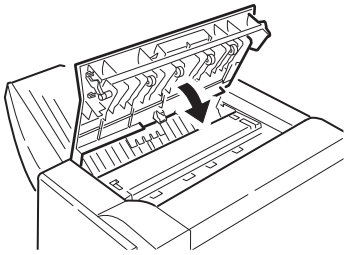
3. Open the Finisher top cover.



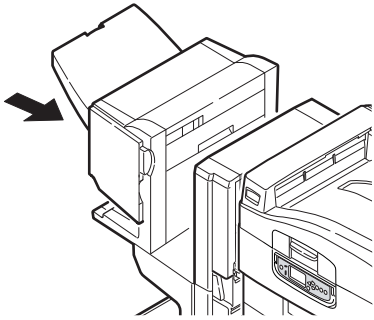
4. Carefully remove any jammed paper.



5. Close the Finisher top cover.

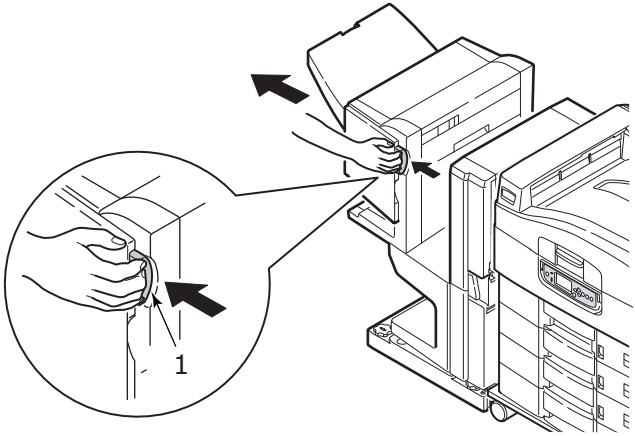


6. Move the Finisher back into position and connect it to the Inverter.

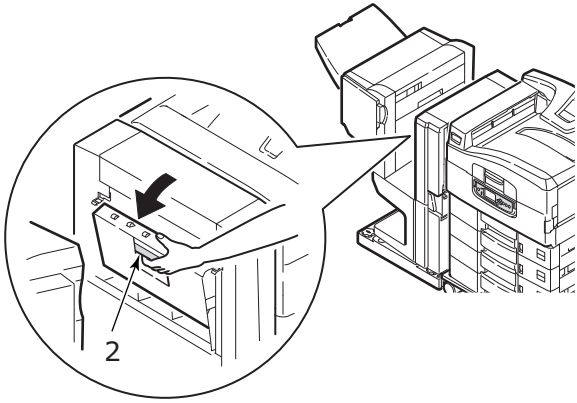


CHECK INVERTER, PAPER JAM

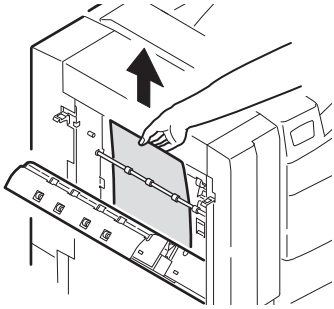
1. Operate the Finisher lever (1) and move the Finisher away from the Inverter.



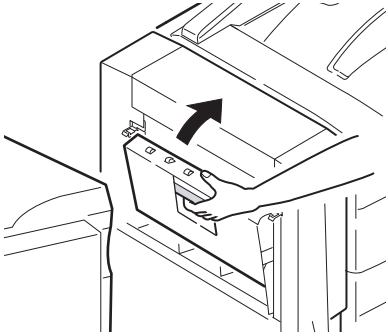
2. Squeeze the recessed handle (2) and open the left side cover of the Inverter.



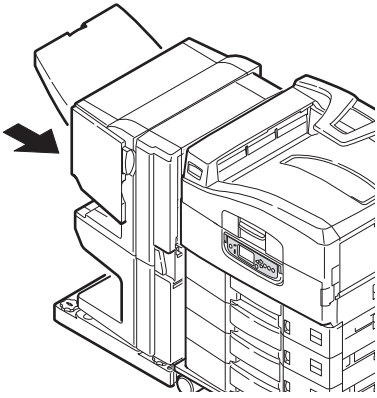
3. Carefully remove any jammed paper.



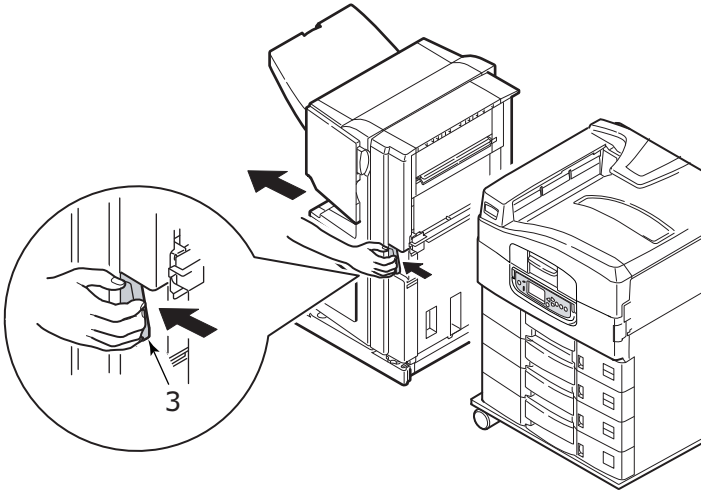
4. Close the Inverter left side cover.



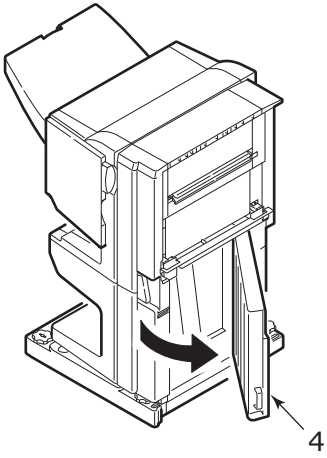
5. Move the Finisher back into position and connect it to the Inverter.



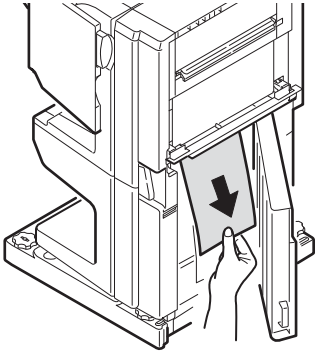
6. Operate the Inverter lever (3) and separate the Inverter from the printer.



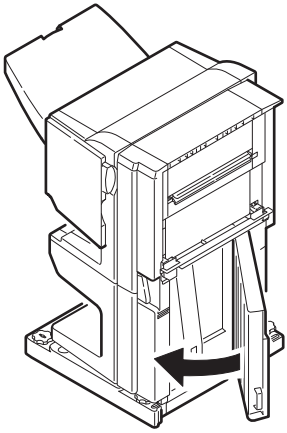
7. Open the right side door (4) of the Inverter.



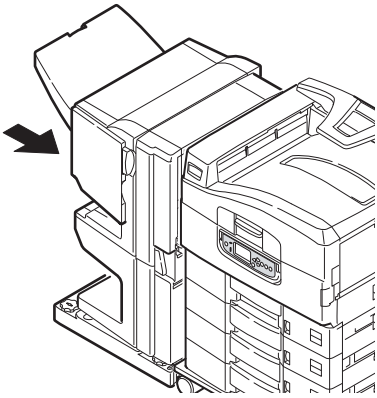
8. Remove any jammed paper.



9. Close the right side door.



10. Move the Finisher and Inverter back into position and connect to the printer.



AVOIDING PAPER JAMS

The following table summarises possible causes of paper jams and suggests ways of avoiding them.

POSSIBLE CAUSE	SUGGESTED REMEDY
The printer is not level.	Place the printer on a steady, level surface.
Your print media is too light or too heavy.	Use appropriate media.
Your print media is damp or charged with static electricity.	Use media that has been stored in appropriate temperature and humidity conditions.
Your print media is creased or curled.	Use appropriate media. Decurled media can be used.
Your print media sheets are not aligned with each other.	Remove the sheets, jog them into alignment and reload them.
Your print media is not aligned properly in the paper tray.	Adjust the paper stop and paper guides of the tray, or the manual feed guide on the MP Tray to align the media properly.
Your envelopes to be printed are not oriented properly.	Adjust the orientation as required.
Your printer feed roller is dirty.	Wipe the roller with a cloth moistened with water.
Your printer feed rollers are wearing out.	Replace the feed rollers.
The media weight or type have been wrongly set.	Select the correct printer menu settings for media weight and media type.

DEALING WITH UNSATISFACTORY PRINTING

SYMPTOMS	POSSIBLE CAUSES	STEPS TO TAKE
Vertical white lines can be seen on the printed page.	The LED head is dirty.	Wipe the LED head with a LED lens cleaner or with a soft cloth.
	The toner is low.	Replace the toner cartridge.
	Foreign materials may be present in the image drum.	Replace the image drum cartridge.
	Light-shielding film of the image drum cartridge is dirty.	Wipe the film with a LED lens cleaner or with a soft cloth.
Printed images are fading vertically.	The LED head is dirty.	Wipe the LED head with a LED lens cleaner or with a soft cloth.
	The toner is low.	Replace the toner cartridge.
	The paper is not suitable for the printer.	Use recommended paper.
Printing is light.	The toner cartridge is not properly seated.	Reinstall the toner cartridge.
	The toner is low.	Replace the toner cartridge.
	The paper is moist.	Use paper stored in proper temperature and humidity conditions.
	The paper is not suitable for the printer.	Use recommended paper.
	Thickness and type of paper are inappropriate.	Set a proper value for media weight and media type in the menu setup, or set one value thicker for media weight.
	Recycled paper is being used.	Set one value thicker for media weight in the menu setup.
Partially faded images. White spots and lines appear in solid printing.	Paper is moist or dry.	Use paper stored in proper temperature and humidity conditions.

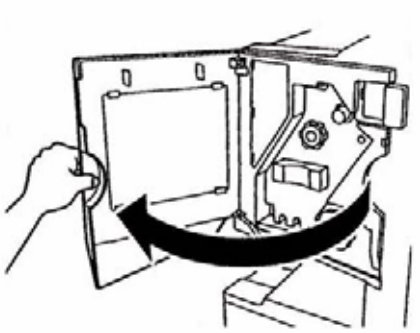
SYMPTOMS	POSSIBLE CAUSES	STEPS TO TAKE
Vertical lines appear.	The image drum cartridge is damaged.	Replace the image drum cartridge.
	The toner is low.	Replace the toner cartridge.
Horizontal Lines and spots appear periodically.	When the interval is about 94mm (4in), the image drum (the green tube) is damaged or dirty.	Wipe it lightly with a soft cloth. Replace the image drum cartridge when it is damaged.
	When the interval is about 42mm (1.5in), there may be foreign particles in the image drum cartridge.	Open/close the top cover, and print again.
	When the interval is about 87mm (3.5in), the fuser unit is damaged.	Replace the fuser unit.
	The image drum cartridge has been exposed to light.	Replace the image drum cartridge if the problem is not resolved.
White area of paper is lightly stained.	Paper contains static.	Use paper stored in proper temperature and humidity conditions.
	Too thick paper is used.	Use thinner paper.
	The toner is low.	Replace the toner cartridge.
Periphery of the letters is smudged.	The LED head is dirty.	Wipe the head with LED lens cleaner or with a soft cloth.
Toner comes off when it is rubbed.	The thickness and type of the paper are incorrectly set.	Set the correct value of media type and media weight in the menu setup or set one value thicker for media weight.
	Recycled paper is used.	Set one value thicker for media weight in the menu setup.
Glossiness is not uniform.	The thickness and type of the paper are incorrectly set.	Set the correct value of media type and media weight in the menu setup or set one value lighter for media weight.

STAPLE JAMS – FINISHER (OPTIONAL ACCESSORY)

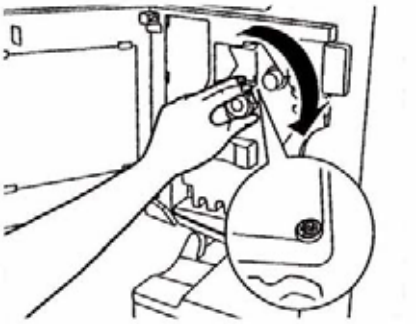
CHECK FINISHER, STAPLE JAM

When the display indicates a staple jam has occurred, clear the jam as follows:

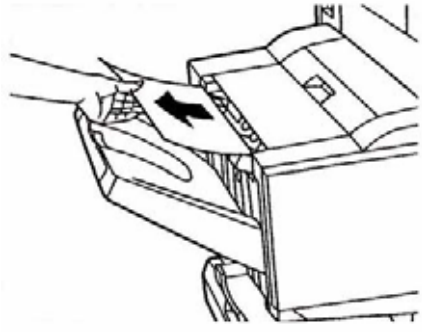
1. Open the Finisher front cover.



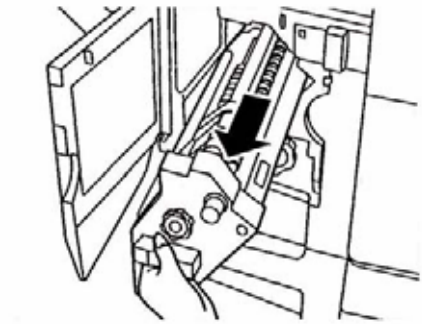
2. Turn the knob in the direction indicated until the coloured indicator appears.



3. Remove any paper that awaits stapling in the paper ejection area.

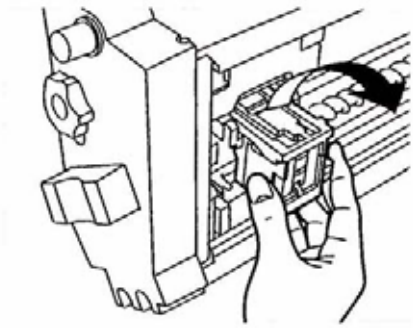


4. Pull out the staple unit.

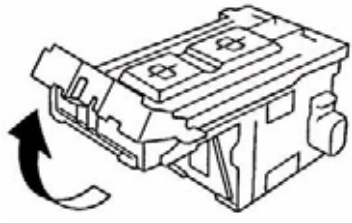


5. Turn the knob in the direction indicated to move the stapler to the front.

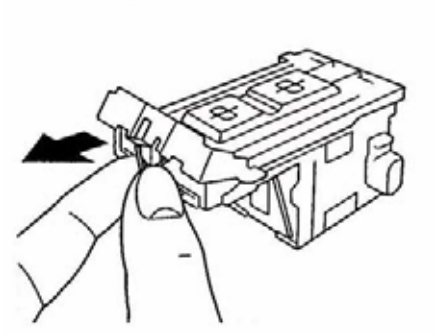
6. Grip both sides of the staple cartridge, pull it up and remove it.



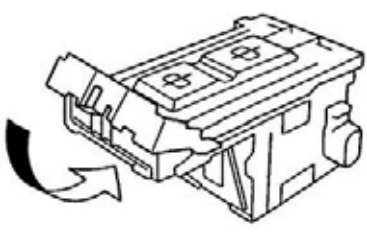
7. Raise the staple cartridge gate.



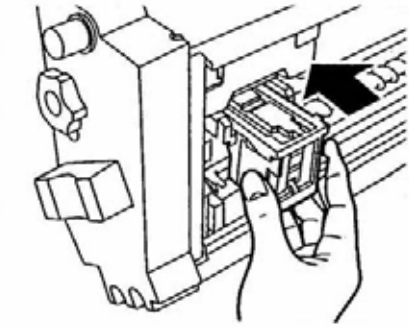
8. Remove all staples that are emerging from the staple case.



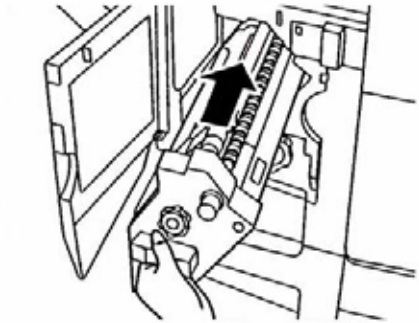
9. Return the staple cartridge gate to its original position.



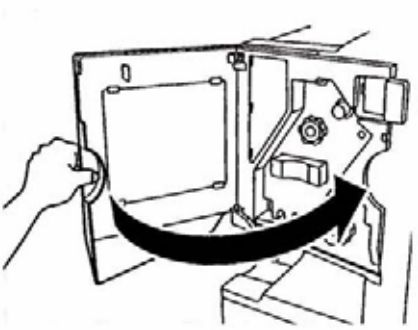
10. Refit the staple cartridge.



11. Ensure that the staple cartridge is securely installed back into the staple unit then push the staple unit fully home.



12. Close the Finisher front cover, being careful not to trap your fingers.



SPECIFICATIONS

CP2020

ITEM	SPECIFICATION
Dimensions	599x625x471mm (WxDxH)
Weight	Without options, approx. 76kg
Print speeds	36 ppm colour; 40 ppm monochrome
Resolution	1200 x 600 dpi
Emulations	PCL 5c, PCL XL 2.1, PS, IBM PPR, Epson FX
Memory	768MB
Paper input at 80g/m²	Trays 1 – 5: 530 sheets A4 each MP Tray: 230 sheets A4
Paper weight	64 – 512g/m²
Paper output	Face-down stacker: 500 sheets Face-up stacker: 200 sheets
Interfaces	Parallel, USB 2.0, 10Base-T, 100Base-TX and 1000Base-T
Duty cycle	150,000 pages/month maximum
Toner life	K: 18,500 A4 pages @ 5% coverage C, Y, M: 16,500 A4 pages @ 5% coverage
Image drum life	42,000 A4 pages maximum
Belt life	100,000 A4 pages
Fuser life	100,000 A4 pages
Waste toner container life	30,000 A4 pages @ 5% coverage
Power rating	220 – 240 VAC, 50/60 Hz 6A
Power consumption	Operating: <1,500 W maximum, 780 W typical Stand-by: 600 W maximum, 200 W typical Power save: <45 W
Operating environment	Operating: 10 – 32°C/20 – 80%RH Off: 0 – 43°C/10 – 90%RH

ITEM	SPECIFICATION
Noise level	Operating: 54dBA maximum Stand-by: 42dBA maximum Power save: 28dBA maximum after 5 mins background level

APPENDIX A – LCD MESSAGES

The LCD panel messages are intended to be self-explanatory. Representative messages are given as examples below.

MESSAGE	COMMENT
Ready to Print	Your printer is online and ready to print.
Printing tttttt	Your printer is printing and paper is currently being fed from tttttt, where tttttt identifies a tray.
tttttt Near End	The paper supply in the tray identified by tttttt will run out soon.
cccccc Toner Low	The remaining toner of colour cccccc is running low.
Fuser Unit Near Life	The fuser unit is nearing the end of its working life.
Change Fuser Unit	The fuser unit has reached the end of its working life and has to be changed.
Inverter is Removed	The Inverter unit has been separated from the printer and all Finisher functions are disabled. (Finisher/ Inverter is an optional accessory.)
Invalid Data Press ONLINE Button	Invalid data has been received by the printer. Press the ONLINE button to clear this warning.
Change Paper in tttttt mmmmmm pppppp Press ONLINE button Please see HELP for details	There is a mismatch between the media in the tray and print data. Load media of size mmmmmm and type pppppp into tray tttttt. The message may remain for some time after you have closed the tray. You can have the printer ignore this error for the current print job by pressing the ONLINE button. You can access help details by pressing the HELP button.
Install Paper tttttt mmmmmm Please see HELP for details	The printer has tried to take paper from an empty tray. Load media of size mmmmmm into tray tttttt. The message may remain for some time after you have closed the tray. You can access help details by pressing the HELP button.
Install Tray tttttt Please see HELP for details	The printer has tried to take paper from a tray that has been removed. Ensure that tray tttttt is correctly located or put tray tttttt loaded with paper back into the printer.

MESSAGE	COMMENT
Open Cover Paper Remains tttttt Please see HELP for details	Additional paper has been detected after a paper jam has been cleared. Open tttttt side cover to check for additional paper. You can access help details by pressing the HELP button.
Check Image Drum cccccc Please see HELP for details	Check that the image drum of colour cccccc is correctly installed. You can access help details by pressing the HELP button.

APPENDIX B – MENU SYSTEM

The top-level functions menus are:

- Configuration
- Print Information
- Print Secure Job
- Menus
- Admin Setup
- Calibration
- Print Statistics

The two other special top-level menus are:

- Boot Menu
- System Maintenance

The following tables summarise the Configuration, Print Information, Print Secure Job and Menus menu trees and provide some usage examples. The menu trees are given to the lowest menu item level. Typically, this can be a parameter that can be set by selecting from a range of values provided or a command that can be executed to display or print a status or setting value.

Emboldened values followed by an (A) denote default values associated with locations where A4 is default paper size. Emboldened values followed by an (L) denote default values associated with locations where Letter is default paper size. Emboldened values followed by neither (A) nor (L) denote common defaults.

Certain menus and items associated with, for example, the Finisher appear only if the associated hardware is installed or under certain conditions.

The remainder of the menus above are intended for more specialised usage and are not described further here. For full details of using all menus to configure and use the printer, refer to the Configuration Guide.

CONFIGURATION

PRINT PAGE COUNT

ITEM	VALUE	DESCRIPTION
Total Pages	nnnnnn	Displays the total number of pages printed. Note in duplex printing, each sheet is counted as 2 pages.
Colour Page	nnnnnn	Displays number of colour printed pages converted to A4 equivalent.
Monochrome Page	nnnnnn	Displays number of monochrome printed pages converted to A4 equivalent.
Traym	nnnnnn	Displays total printed pages from Traym, where m is in range 1 to 5.
MP Tray	nnnnnn	Displays total printed pages from MP tray.

FINISHER COUNT

ITEM	VALUE	DESCRIPTION
Staple	nnnnnn	Displays total number of staples used.
Punch	nnnnnn	Displays number of times punching has been performed.
Finisher	nnnnnn	Displays total pages ejected into the Finisher.

SUPPLIES LIFE

ITEM	VALUE	DESCRIPTION
xxxx Drum	Remaining nnn%	Displays the remaining life span of the xxxx drum as a percentage where xxxx can be Cyan, Magenta, Yellow, Black.
Belt	Remaining nnn%	Displays the remaining life span of the belt unit as a percentage.
Fuser	Remaining nnn%	Displays the remaining life span of the fuser unit as a percentage.
xxxx Toner (n.nK)	Remaining nnn%	Displays the remaining life span of xxxx toner as a percentage, where xxxx can be Cyan, Magenta, Yellow, Black. (n.nK) indicates the capacity of the toner cartridge being used.

NETWORK

ITEM	VALUE	DESCRIPTION
Printer Name	xxxxxxxxxxxxxxx xxxxxxxxxxxxxxx	Displays printer name (DNS or PnP).
Short Printer Name	xxxxxxxxxxxxxxx	Displays printer name (NetBEUI).
IP Address	xxx.xxx.xxx.xxx	Displays IP address.
Subnet Mask	xxx.xxx.xxx.xxx	Displays subnet mask.
Gateway Address	xxx.xxx.xxx.xxx	Displays gateway address.
MAC Address	xx.xx.xx.xx.xx.xx	Displays the network MAC address.
Network FW Version	xx.xx	Displays the network firmware version.
Web Remote Version	xx.xx	Indicates the network web page version.

PAPER SIZE IN TRAY

ITEM	VALUE	DESCRIPTION
Traym where m is in range 1 to 5 (similar arrangement for all trays)	Executive Letter Short Edge Letter Long Edge Legal 14 Legal 13.5 Tabloid Tabloid Extra Legal 13 A6 A5 A4 Short Edge A4 Long Edge A3 A3 Nobi A3 Wide B5 Short Edge B5 Long Edge B4 Postcard Double Postcard Custom	Displays detected paper size of Traym.
MP Tray	Similar to values for Traym	Displays detected paper size of the MP Tray.

SYSTEM

ITEM	VALUE	DESCRIPTION
Serial Number	xxxxxxxxxxxxxx	Displays serial no. of the printer.
Asset Number	xxxxxxx	Displays Asset Number. Asset Number is 8 alphanumeric characters that can be assigned by a user. Same as Asset Number of Menu Map.
CU Version	xx.xx	Displays version no. of CU (Control Unit) firmware. Same as CU version of Menu Map.
PU Version	xx.xx.xx	Displays version no. of PU (Print Unit) firmware. Same as PU version of Menu Map.

ITEM	VALUE	DESCRIPTION
Total Memory	xx MB	Displays total RAM memory installed in the printer. Same as Total Memory of Menu Map.
Flash Memory	xx MB [Fxx]	Displays total flash memory installed in the printer and version. Same as Flash Memory of Menu Map.
HDD	xx.xx GB [Fxx]	Displays size of hard disk and file system version. Same as HDD of Menu Map.

CONFIGURATION EXAMPLE – MONOCHROME PAGES PRINTED

To display the total monochrome pages printed so far (remembering that a duplex page counts as two pages):

1. Ensure that the LCD panel indicates that the printer is ready to print.
2. Enter menu mode by pressing either the **Up-arrow** or **Down-arrow** button and press them repeatedly as required until the `CONFIGURATION MENU` is highlighted.
3. Press the **Enter** button to select this menu.
4. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `PRINT PAGE COUNT` is highlighted.
5. Press the **Enter** button to select this Item.
6. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `MONOCHROME PAGE` is highlighted.
7. Press the **Enter** button and the monochrome page count is displayed.
8. Press the **Online** button to exit menu mode and return to the ready to print status.

PRINT INFORMATION

ITEM	ITEM		DESCRIPTION
Configuration	Execute		Prints printer configuration details.
Network	Execute		Prints information about the wired network.
Demo Page	Demo 1	Execute	Prints a demo page.
File List	Execute		Prints a list of jobs stored on the Hard Disk (if installed).
PS Font List	Execute		Prints PostScript font list
PCL Font List	Execute		Prints PCL emulation font list.
IBM PPR Font List	Execute		Prints IBM PPR emulation font list.
EPSON FX Font List	Execute		Prints EPSON FX emulation font list.
Statistics Log	Execute		Prints Job records by print job.
Usage Report	Execute		Prints all of Job Log.
Error Log	Execute		Prints the error log.
Colour Profile List	Execute		Prints a colour profile list.
ID Check Pattern	Execute		Prints out test pages to help diagnose print quality problems

PRINT INFORMATION EXAMPLE – DEMONSTRATION PAGE

To print a printer demo page to demonstrate how your printer prints:

1. Ensure that the LCD panel indicates that the printer is ready to print.
2. Enter menu mode by pressing either the **Up-arrow** or **Down-arrow** button and press them repeatedly as required until the `PRINT INFORMATION MENU` is highlighted.
3. Press the **Enter** button to select this menu.
4. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `DEMO PAGE` is highlighted.
5. Press the **Enter** button to select this Item.
6. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `DEMO 1` is highlighted.
7. Press the **Enter** button to select this Item and the demo page is printed.

   After printing, the printer returns to ready to print status.

PRINT SECURE JOB

ITEM	VALUE		DESCRIPTION
Encrypted Job	Enter Password	nnnn	Enter a password to use secure printing.
	Not Found		Use to print an encrypted secure job that has been stored on the HDD. **Not Found:** (no jobs) is indicated when there is no output file. The following messages are displayed when there are printable files. **Print**: When you select Print, Set Collating Amount is displayed to enable you to specify a number of copies. After specifying the number of copies, press Enter to print all jobs with the specified number of copies. **Delete**: When you select Delete, you are prompted to recheck by Yes/No display, and selecting Yes deletes the entire job. After the job is printed, or the deletion of the job is instructed by the menu, the job is deleted in the manner specified in the printer driver.
	Encrypted Job	Print Delete	
Stored Job	Enter Password	nnnn	Use to print a secure job that has been stored on the HDD. **Not Found:** (no jobs) is indicated when there is no output file. The following messages are displayed when there are printable files. **Print:** When you select Print, Set Collating Amount is displayed to enable you to specify a number of copies. After specifying the number of copies, press Enter to print all jobs with the specified number of copies. **Delete:** When you select Delete, you are prompted to recheck by Yes/No display, and selecting Yes deletes the entire job.
	Not Found		
	Stored Job	Print Delete	

MENUS

TRAY CONFIGURATION

ITEM	VALUE		DESCRIPTION
Paper Feed	**Tray 1** Tray 2 Tray 3 Tray 4 Tray 5 MP Tray		Specifies a feed tray. Indicated only when Tray 2-5 implemented.
Auto Tray Switch	**ON** OFF		Sets the automatic tray switch function.
Tray Sequence	**Down** Up Paper feed tray		Specifies selection order priority for automatic tray selection/automatic tray switch.
Unit of Measure	Inch (L) **mm** (A)		Specifies units for custom paper size.
Tray Config, where m is in range 1 to 5 (similar arrangement for all trays)	Paper Size	**Cassette Size** Custom	Sets paper in Traym.
	X Dimension	3.9 - **8.3** (A) - **8.5** (L) - 12.9 inch 100 - **210** (A) - **216** (L) - 328 mm	Sets Custom paper width for Traym. Sets for the direction perpendicular to the direction of paper movement.
	Y Dimension	5.8 - **11** (L) - **11.7** (A) - 18 inch 148 - **279** (L) - **297** (A) - 457 mm	Sets Custom paper length for Traym. Sets for the same direction as paper movement.

ITEM	VALUE		DESCRIPTION
Tray Config, where m is in range 1 to 5 (similar arrangement for all trays)	Media Type	**Plain** Letterhead Transparency Bond Recycled Card stock Rough Glossy User Type1 User Type2 User Type3 User Type4 User Type5 User Type6 User Type7 User Type8 User Type9 User Type10	Set the media type for Traym. User Type1 to User Type10 are reserved for custom paper sizes set at the printer driver.
	Media Weight	**Auto** Light Medium Light Medium Medium Heavy Heavy Ultra Heavy 1 Ultra Heavy 2	Sets media weight for Traym.
	A3 Nobi Paper	A3 Nobi A3 Wide **Tabloid Extra**	The printer detects A3 Nobi, A3 Wide and Tabloid Extra sizes as the same. Use this setting to tell the printer which of the three sizes is loaded in Traym.
	Legal 14 Paper	**Legal 14** legal 13.5	Sets the length of the legal paper in Traym. Change this to Legal 13.5 if that is the standard legal size in your country.

ITEM	VALUE		DESCRIPTION
MP Tray Config	Paper Size	A3 Nobi A3 Wide A3 A4 Sht Edge **A4 Long Edge** (A) A5 A6 B4 B5 Short Edge B5 Long Edge Legal 14 Legal 13.5 Legal 13 Tabloid Extra Tabloid Letter Sht Edge **Letter Long Edge** (L) Executive Custom Com-9 Envelope Com-10 Envelope Monarch Envelope DL Envelope C5 C4 Index Card	Sets paper in MP Tray.
	X Dimension	3.9 - **8.3** (A) - **8.5** (L) - 12.9 inch 100 - **210** (A) - **216** (L) - 328 mm	Sets Custom paper width for the MP Tray. Sets for the direction perpendicular to the direction of paper movement.
	Y Dimension	5.8 - **11** (L) - **11.7** (A) - 18 inch 148 - **279** (L) - **297** (A) - 457 mm	Sets Custom paper length for MP Tray. Sets for the same direction as paper movement.

ITEM	VALUE		DESCRIPTION
MP Tray Config	Media Type	**Plain** Letterhead Transparency Labels Bond Recycled Card stock Rough Glossy Envelope User Type1 User Type2 User Type3 User Type4 User Type5 User Type6 User Type7 User Type8 User Type9 User Type10	Set the media type for MP Tray.
	Media Weight	**Auto** Light Medium Light Medium Medium Heavy Heavy Ultra Heavy 1 Ultra Heavy 2 Ultra Heavy 3 Ultra Heavy 4	Sets media weight for MP Tray.
	Tray Usage	Normal Tray	Tray selection/switching uses this tray as the normal tray.
		When Mismatching	If a paper size or type in a tray is not matched to that of the print data, use paper from this tray instead of the specified tray.
		Do Not Use	Makes the MP tray unavailable in auto tray selection/switching.

SYSTEM ADJUST

ITEM	VALUE	DESCRIPTION
Power Save Time	5 min 15 min 30 min **60 min** 240 min	Sets the period after which power save mode starts.
Clearable Warning	**Online** Job	When Online is selected, you must manually clear the warning by pressing the Online button. Change to Job if you wish the message to automatically clear when a new print job is received.
Auto Continue	ON **OFF**	Sets whether the printer is automatically recovered when Memory Overflow or Tray Request occurs.
Manual Timeout	OFF 30 sec **60 sec**	If paper is not fed within this time in manual feed, the job is cancelled.
Wait Timeout	OFF 5 sec 10 sec 20 sec 30 sec **40 sec** 50 sec 60 sec 90 sec 120 sec 150 sec 180 sec 210 sec 240 sec 270 sec 300 sec	Sets the time period between stopping receipt of job data and forced print. For PS, printing is not carried out and the job is cancelled.

ITEM	VALUE		DESCRIPTION
Low Toner	**Continue** Stop		Sets the printing operation when insufficient toner is detected. **Continue**: the printer can continue printing while remaining online. **Stop**: the printer stops printing and goes offline.
Jam Recovery	**ON** OFF		**ON**: continues printing the job, including any jammed pages, once the jam has been cleared. **OFF**: Cancels a job including the page currently jammed.
Error Report	ON **OFF**		**ON**: prints an error report during the occurrence of an internal error. This item is valid only for PS and PCLXL.
Print Position Adjust	X Adjust	**0.00** +0.25 – +2.00 -2.00 – -0.25 mm 0.00 +0.01 – +0.08 -0.08 – -0.01 in	Adjusts the position of the whole printing image (0.25 mm, 0.01 in interval) perpendicular to the direction of paper movement (i.e. horizontally).
	Y Adjust	**0.00** +0.25 – +2.00 -2.00 – -0.25 mm 0.00 +0.01 – +0.08 -0.08 – -0.01 in	Adjusts the position of the whole printing image (0.25 mm, 0.01 in interval) parallel to the direction of paper movement (i.e. vertically).

ITEM	VALUE		DESCRIPTION
Print Position Adjust	Duplex X Adjust	**0.00** +0.25 – +2.00 -2.00 – -0.25 mm 0.00 +0.01 – +0.08 -0.08 – -0.01in	During the flip-side printing of duplex printing, adjusts the location of the whole printing image (0.25 mm, 0.01in interval) perpendicular to the direction of paper movement (i.e. horizontally).
	Duplex Y Adjust	**0.00** +0.25 – +2.00 -2.00 – -0.25 mm 0.00 +0.01 – +0.08 -0.08 – -0.01 in	During the flip-side printing of duplex printing, adjusts the location of the whole printing image (0.25 mm, 0.01 in interval) parallel to the direction of paper movement (i.e. vertically).
Paper Black Setting	**0** +1 +2 -2 -1		Used for fine black adjustment for a significantly white horizontal dotted line, a significantly faded image or other such a problem that occurs in results printed on plain paper. Decrement setting when a white horizontal dotted line or a snowing image occurs in high-coverage print portions. Increment setting when a faded image occurs.

ITEM	VALUE	DESCRIPTION
Paper Colour Setting	**0** +1 +2 -2 -1	Used for fine colour adjustment for a significantly white horizontal dotted line, a significantly faded image or other such a problem that occurs in results printed on plain paper. Decrement setting when a white horizontal dotted line or a snowing image occurs in high-coverage print portions. Increment setting when a faded image occurs.
Trans. Black Setting	**0** +1 +2 -2 -1	Used for fine black adjustment for a significantly white horizontal dotted line, a significantly faded image or other such a problem that occurs in results printed on transparencies. Decrement setting when a white horizontal dotted line or a snowing image occurs in high-coverage print portions. Increment setting when a faded image occurs.
Trans. Colour Setting	**0** +1 +2 -2 -1	Used for fine colour adjustment for a significantly white horizontal dotted line, a significantly faded image or other such a problem that occurs in results printed on transparencies. Decrement setting when a white horizontal dotted line or a snowing image occurs in high-coverage print portions. Increment setting when a faded image occurs.

ITEM	VALUE	DESCRIPTION
SMR Setting	**0** +1 +2 +3 -3 -2 -1	Corrects print result variations caused by differences in temperature and humidity environment, or print density or frequency. This setting must be changed when print quality varies by printed result.
BG Setting	**0** +1 +2 +3 -3 -2 -1	Corrects print result variations caused by differences in temperature and humidity environment, or print density or frequency. This setting must be changed when a dark background occurs in printed result.
Drum Cleaning	**ON** OFF	Set to produce idling of a drum before printing in order to reduce horizontal white lines. This shortens image drum life.
Hex Dump	Execute	Prints out the data received from the host PC in hexadecimal code.

MENUS EXAMPLE 1 – TRAY 1 TRANSPARENCIES

To print on transparencies (accommodated in Tray1):

1. Ensure that the LCD panel indicates that the printer is ready to print.
2. Enter menu mode by pressing either the **Up-arrow** or **Down-arrow** button and press them repeatedly as required until the `MENUS MENU` is highlighted.
3. Press the **Enter** button to select this menu.
4. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `TRAY CONFIGURATION` is highlighted.
5. Press the **Enter** button to select this Item.
6. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `TRAY1 CONFIG` is highlighted.
7. Press the **Enter** button to select this Item.
8. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `MEDIATYPE` is highlighted.
9. Press the **Enter** button to select this Item.
10. Press the **Up-arrow** or **Down-arrow** buttons repeatedly to move through the range of media types until `TRANSPARENCY` is highlighted.
11. Press the **Enter** button to select this value.
12. Check that an asterisk (*) appears beside `TRANSPARENCY`.
13. Press the **Online** button to exit menu mode and return to the ready to print status.

MENUS EXAMPLE 2 – MP TRAY PAPER SIZE

To set paper size in the MP Tray:

1. Ensure that the LCD panel indicates that the printer is ready to print.
2. Enter menu mode by pressing either the **Up-arrow** or **Down-arrow** button and press them repeatedly as required until the `MENUS MENU` is highlighted.
3. Press the **Enter** button to select this menu.
4. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `TRAY CONFIGURATION` is highlighted.
5. Press the **Enter** button to select this Item.
6. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `MP TRAY CONFIG` is highlighted.
7. Press the **Enter** button to select this Item.
8. Press the **Up-arrow** or **Down-arrow** buttons repeatedly until `PAPER SIZE` is highlighted.
9. Press the **Enter** button to select this Item.
10. Press the **Up-arrow** or **Down-arrow** buttons repeatedly to move through the range of paper sizes until the required size is highlighted.
11. Press the **Enter** button to select this value.
12. Check that an asterisk (*) appears beside the chosen size.
13. Press the **Online** button to exit menu mode and return to the ready to print status.

INDEX

A

accessories 58
  installing 59
  order details 58
arrow buttons 33

B

back button 33

C

cancel button 33
cleaning
  feed rollers 51
  LED heads 49
  printer casing 54
clearing
  paper jams 60
  staple jams 94
consumables
  order details 48
  replacing 47
control panel
  adjusting 32
  controls 32
current settings
  checking 41

D

display 33
  Configuration information 35
  Help information 35
  Menu information 34
  messages 101
  Status information 34

E

enter button 33

F

features
  optional 9
  standard 8

H

help button 33

I

indicator light
  attention 33
  ready 33
interface
  Ethernet 42, 44
  parallel 42, 43
  USB 42, 43

M

maintenance items
  order details 48
  replacing 47
menu
  Admin Setup 103
  Boot Menu 103
  Calibration 103
  Configuration 103, 104
  Menus 103, 111
  Print Information 103, 108
  Print Secure Job 103, 110
  Print Statistics 103
  System Maintenance 103
  using 36

O

online button 33

P

paper
  face-down stacker 23
  face-up stacker 23
  inputs 21
  loading 25
  MP tray 23
  outputs 21
  stackers 30
  trays 22
paper jams
  avoiding 91
  duplex 71
  finisher 77
  inverter 86
  side cover 61
  top cover 64
printer
  components 15
  location 37
  specifications 99
printing 46
punch chip box
  emptying 56

R

recommended media 20

S

shutdown/restart button 32
software 20
specifications 99

intec
PRINTING SOLUTIONS

T

troubleshooting 60
turning
off..... 38
on..... 40

U

unsatisfactory printing 92
user's guide
printing 12

GrafikaLinks

4/38 Dacre Street
Mitchell ACT 2911
Australia

Tel: +61 2 6242 4427
Fax: +61 2 6242 5986

www.grafikalinks.com.au

020708 iss.1